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AN INVENTORY OF THE COUNTY ARCHIVES

OF INDIANA

Randolph County

W. P. A.

Prepared by

Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 68. RANDOLPH COUNTY

* * * * *

Indianapolis, Indiana

Historical Records Survey

April 1937

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Allen County Public Library
P. Wayne, Indiana

PREFACE

This inventory of Randolph County records constitutes a part of the general guide to the county archives of Indiana. It was prepared for the primary purpose of furnishing officials, students of history, and the citizens of the community with a convenient tool for their use in consulting the county records. It is hoped the information contained in these volumes will encourage county officials as well as the general public to take a greater interest in continued improvement of methods for preservation of public records. It is also hoped the information herein presented concerning the records, their present housing and care, and accommodations available for users, will prove to have value for the citizens and public officials.

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This inventory of records was made during the period of May 11 to July 9, 1936, under supervision of Samuel J. Kagan, State Director; Mrs. Blanche McClung, District Supervisor; and Mrs. Hazel Roberts, Research Editor. The field workers were Earl French of Richmond and Hershell Mash of Muncie. Indispensable cooperation was received from all officials of the county and from the Works Progress Administration officials to make this survey successful.

It is our intention to present a complete, concise picture of the records in bibliographical form. This inventory is preceded by a number of introductory sections to enlighten the reader concerning facts forming the background and basis for the records. The entries of the inventory are carried in consecutive numbering for the county, while the bureaus are arranged in groups of governing boards, judicial agencies; major administrative offices; financial agencies; and educational, health, engineering,

Preface

and miscellaneous departments. Where it is applicable, natural groupings under subject headings are made within the bureau, and the entries are arranged according to their functional sequence. A cross reference index following the inventory will help the reader locate records with the least effort.

Acknowledgment should go to the State office force of the Survey for checking, condensing, and compiling the Randolph County Survey.

LUTHER H. EVANS, National Supervisor

S. J. KAGAN, State Director

Historical Records Survey

FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Works Progress Administration project of the Historical Records Survey is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and State historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by ably outlining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete a survey of the county records in all the ninety-two counties, including the townships, at first, seemed almost impossible of accomplishment within a year. It has, however, been accomplished.

An advisory committee has helped guide work upon the project; though no meetings were held, its members in many instances were a great

help. A word of appreciation must be recorded here for the county officers who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the State indebted to those officers who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLEMAN

Director, Indiana Historical Bureau

and

Chairman, Advisory Committee

Historical Records Survey

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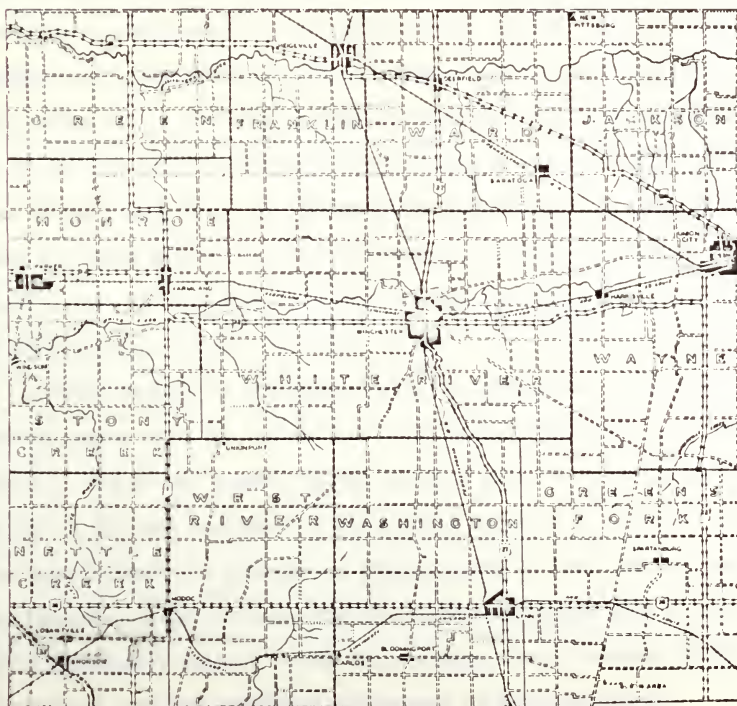
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STATE PLANNING BOARD
OF INDIANA
1936

STATS 100



1818-1936

Randolph County, situated in the eastern part of the State, is bounded on the north by Jay County, on the west by Delaware and Henry Counties, on the south by Wayne County, and on the east by the State of Ohio. It has an area of 447 square miles.

This county is one of the highest sections of the State, generally level or rolling, except in the southern part which is hilly and characterized by three well-defined ridges. The highest point of elevation in the State is on the middle ridge one and one half miles northwest of Bloomingport, between Green's Fork and Martindale Creek. The roadbed of the railroad is 1,234.4 feet above sea level at this point, and the hills on the east ridge are almost as high. The southern part of the county forms the watershed of eastern Indiana. The Mississinewa and White Rivers and their tributaries, as well as several smaller streams, flow in every direction from the summit, providing an abundance of water for agriculture and stock raising.

A brief picture of the relationship of Indiana to the history of America begins with the landing and settlement of the English at Jamestown in 1607. The French founded Quebec the next year and a series of explorations to the west and down the Mississippi River by La Salle, leading to the establishment--in Indiana--of trading posts at Fort Wayne, Lafayette, and Vincennes, laid the basis for the claim that France made to the whole Mississippi Valley. Later on, economic rivalry between France and England over the ownership and control of the Mississippi

and Ohio valleys resulted in the French and Indian War. The French were defeated and ceded the Mississippi valley to the British at the Treaty of Paris, February 10, 1763. The British took over the French posts in Indiana and elsewhere, and were in turn defeated during the American Revolution at Kaskaskia and Vincennes by General George Rogers Clark. The territory north of the Ohio River was under the jurisdiction of Virginia until 1784, when it was ceded to the United States Government, which named it the Northwest Territory. Knox County, which included all the present State of Indiana, was organized in 1790, and Indiana Territory was created ten years later. Indiana was then admitted into the Union as a State in 1816.

When the first settlers came, there were many Indians in Randolph County, but no Indian villages. Though the land had been claimed by the Miamis, Delawares, and other lesser tribes, it had been acquired by the United States Government by treaties of purchase, prior to settlement. By the treaty of Greenville, Ohio, August 2, 1795, the Indians ceded a triangular strip of land lying next to the Ohio border, and the Twelve Mile Purchase--so called because it was twelve miles in width--lying west and parallel to this strip was obtained by the Treaty of Fort Wayne, October 20, 1809. The remainder of the territory within the boundaries of Randolph County was ceded by the Miami Confederacy to the United States Government by the Treaty of St. Mary's, October 2-6, 1818, and was known as the New Purchase.

The territory now included within Randolph County was settled for the most part by natives of North Carolina, mostly Quakers in religious

faith. Thomas Parker, the first settler, built a cabin near the present town of Arba, in April 1814. A little later he was joined by two other pioneers from North Carolina, John W. Thomas, and Clarkson Wilcutts. Ephraim Bowen, of Maryland, was the next newcomer--on September 22nd of the same year, he settled in the northern part of the area now included within Green's Fork Township. Sometime in 1815, Ephraim Overman, with his wife and five children, came to the Parker settlement near Arba and built a cabin. Other settlers who came from North Carolina that year were David Bowles, Jesse Johnson, James Frazier, and James Hodson. They settled near Lynn in the southern part of the county. Early in 1816, settlers arrived from South Carolina and located four miles west of the present site of Winchester. They included the four Ways--Paul, Henry, William, and Robert--and William Diggs. By the time of the election in 1818, it is estimated that there were 180 families residing within the boundaries of the county.

Randolph County was formed by an act of the State legislature on January 10, 1818, out of lands attached to Wayne County. The boundaries of the newly-formed county were described as follows:

"Beginning at the state of Ohio line, where the line that divides the fifteenth and sixteenth township strikes said Ohio line; thence west with said township line until it strikes the old boundary; thence westward with the centre line of the 18th township in the new purchase until it strikes the Indian boundary; thence northward with said boundary line until it strikes the state of Ohio line; thence south with said line to the place of beginning." (Laws of Indiana, 1817-18 (special), p. 18).

On January 20, 1820, Randolph County was enlarged and the northern

line fixed at the Indian boundary laid down by the Treaty of St. Mary's, October 2-6, 1818. The act attached to Randolph County "all that part of the aforesaid new purchase, which lies east of a due north line, drawn from the north west corner of Randolph county, and north of ...Randolph county." (Laws of Indiana, 1819-20, pp. 95-96.)

The county was enlarged again and extended northward to the southern line of Michigan Territory by an act of December 23, 1820. The law provided that "all that part of the new purchase lately acquired from the Indians contained in the following boundaries, to wit: Beginning at the south west corner of Randolph county, thence west four miles, thence due north until it strikes the northern boundary of Indiana, shall from henceforth form and constitute a part of the county of Randolph in as full and complete a manner as though it had been attached to and formed a part of said county at the time of its formation." (Laws of Indiana, 1820-21, pp. 117-18.)

Randolph County was reduced to its present size by an act of January 31, 1824. The boundary description now read: "Beginning at the Ohio state line, where the line dividing townships fifteen and sixteen strikes the same; thence west with said township line, until it strikes the old Indian boundary; thence to, and with the centre line of township eighteen, to the north-west corner of section twenty, in township eighteen, and range twelve east of the second principal meridian; thence north to the line dividing townships twenty-one and twenty-two; thence east to the Ohio state line, and thence with said state line to the place of beginning." (Rev. Laws of Indiana, 1823-24, p. 94.)

The county was named in honor of Thomas Randolph who was killed in the battle of Tippecanoe, November 7, 1811.

The first election in Randolph County was held in August 1818, under the supervision of David Wright, who had been appointed organizing sheriff by Governor Jennings. William Edwards and John Wright were chosen associate judges; David Wright, sheriff, and Charles Conway, clerk and recorder; and Eli Overman, Benjamin Cox, and John James, county commissioners.

The first meeting of the commissioners was held the same month at the cabin of Benjamin Cox, which stood on the river east of the structure known as the White River Church. The southern part of the county was laid out into two townships--Greensfork and White River--and steps were taken toward the organization of these smaller units of local government. At the present time there are twelve townships in Randolph County: Franklin, Green, Greensfork, Jackson, Monroe, Mottlo Creek, Stony Creek, Ward, Washington, Wayne, West River, and White River.

The act forming the county provided for locating commissioners whose duty was to select a county seat. They met on the first Monday of September 1818, at the cabin of Ephraim Overman and selected the present site of Winchester. Donations of land for the new county seat by various owners on the site of Winchester totaled 168 acres.

The first term of Circuit Court held in the newly formed county began on October 12, 1818, at the home of William Way before William Edwards and John Wright, associate judges.

At a special meeting of the commissioners in December 1818, the contract for the first courthouse was let. It was to be a two-story building, constructed of hewn logs and 18 by 24 feet in size. The contract for the second courthouse was let in 1826, but it was not until September 1, 1841, that it was accepted as complete. This was a two-story brick structure forty feet square. On June 16, 1875, bids were received for the construction of the present courthouse, which was completed about two years later. All the county records with the exception of those from 1820 to November 1826, are intact.

During the last few decades, the state of agriculture in Randolph County has exhibited certain trends typical of predominantly rural areas. From 1910 to 1930 the population had decreased steadily. This is true not only of the county as a whole, but also of the incorporated towns--Winchester, Ridgeville, Farmland, Parker City, Bronson, Modoc, Saratoga, Lynn, and Union City--although the percentage of decrease has not been as great as for the county at large.

Until 1930 the number of farms and farm operators also decreased, and consequently there was an increase in the average size of the farm, together with a decrease in the total number of acres cultivated. The rapid rise of industry and the accompanying urbanization of the United States, especially since 1890, is responsible for the drift away from small towns and rural areas. This depressed condition of agriculture was reflected in the decrease in the number of full owners of farms in the county. At the same time the number of tenant farmers decreased. Another significant fact is the enormous decrease--over

half--in the total value of farm land and buildings in the county.

The years following 1930 have witnessed a reversal of this process. The figures for 1935 reveal a "back to the land" movement of considerable size and importance. The economic crisis hit the urban resident the hardest, and unemployment in the cities forced many people to return to agriculture for a livelihood. The number of farms, farm operators, and acres cultivated approached or exceeded the 1920 figures. Ownership, both in full and in part, of farms, and the average size of farms increased, as well as the number of tenant farmers. The total value of farm land and buildings however dropped to approximately one-third.

Although Randolph County is principally a rural community, it has a moderate amount of industry of varied nature. Canning factories, of which there are several, are supplemented by the manufacture of bottles and jars for food products. There are also concerns manufacturing gloves and mittens, motor-car bodies and accessories, musical instrument cases, incubators, and screen doors.

SOURCES

1. RANDOLPH COUNTY, PAST AND PRESENT, Smith and Driser.
2. FENCE AND ARMSTRONG

Randolph County, with its county seat at Winchester, is a political subdivision of the State of Indiana for administrative purposes, and holds, therefore, only such powers of local government as have been prescribed by law. Randolph County was organized by an act of the general assembly, effective August 10, 1818. (Acts 1818.) Its present form of government, as it functions today, is the result of its development under the original Constitution of 1816, the present constitution adopted in 1851, and more than a century of legislative action.

The tendency toward centralization of power in the hands of State authorities has taken from the county officials many of their powers and duties and has greatly lessened the scope of those remaining. In the older fields of finance, roads, and education, the State's supervision has greatly increased, and creation of newer State departments, such as police, food and fire inspection, and public welfare, has caused heavy erosion of local responsibility and control.

County offices fall into two main groups, constitutional and legislative, depending on the authority under which they exist and operate. The offices provided for in the present Constitution are those of auditor, treasurer, recorder, surveyor, sheriff, coroner, and clerk of the circuit court. Two other officers--circuit judge and prosecuting attorney--belong legally to the circuit, which may include one or more counties. Court sessions are held in each county, and records are kept accordingly. All other offices have originated in legislative enactment.

Each county has its own individual governmental set-up. Although

has provided necessary variations for counties, by classification based chiefly on population. Urban and rural areas obviously cannot be governed by the same system or number of officers. Every county has the constitutional offices, but the statutory officers vary greatly in number, powers, and duties. The latter may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others may be authorized in only certain classes of counties, though the class may include but one county.

Indiana stands alone among the States of the Union in having a dual system of county governing boards. Each county is governed by a board of commissioners and a county council. Their duties, with technical distinctions, are enumerated in their proper places below.

Administration

The county system of government is an inheritance from England and the American colonies, whence pioneers in Indiana brought their customs and laws. It began under the laws of the Northwest Territory, which provided for a governing body called the board of county commissioners. (Laws of Northwest Territory, Acts 1702, ch. 5, sec. 3.) The administrative duties were executed by the sheriff (Ibid., 1788, ch. 2, sec. C), clerk (Ibid., ch. 2, p. 11), coroner (Ibid., ch. 9, sec. 1), recorder (Ibid., 1795, p. 102, sec. 1). Under the laws of Indiana Territory of 1802, the office of county surveyor was established. (Laws of Indiana Territory, 1802, ch. 1, sec. 1.)

At the organization of Randolph County, the governing body was the board of county commissioners, and the administrative duties were executed by the treasurer, recorder, sheriff, surveyor, and clerk, under the

authority of the Constitution of 1816 and acts of the general assembly. The office of auditor was created by an act of 1841. (Acts 1841, ch. 2, sec. 1.) At the constitutional convention in 1851, the Constitution of 1816 was thoroughly revised, and became the Constitution of 1851 which has, with some alterations by later amendments, remained the Constitution of Indiana.

The Constitution of 1851 provides for the election of a clerk of the circuit court, who keeps the records of the proceedings of all the courts in the county; an auditor, who keeps records of county financial matters and records dealing in real property and the estates of private citizens; a recorder, whose duties are to keep a record of every conveyance or other instrument entitled and required by law to be recorded; a treasurer, who receives all money coming to the county and keeps a record of same; a sheriff, who is conservator of the peace and who carries out court orders; a coroner, who investigates violent deaths and those of suspicious circumstances; and a surveyor, who prepares plans and specifications for the improvement of public works, and establishes boundaries for public and private lands and since 1933 has had charge of drainage systems. (Ind. Const., Art. 6, Sec. 2.) Since the adoption of the constitution, the general assembly has prescribed the establishment of additional departments.

The present leading governing body of the county is the board of commissioners, often called the "county board", elected for a term of three years. The board provides buildings to house county business, furnishes public squares and grounds, audits the accounts of county officers who handle money, changes boundaries of townships as it sees fit, and is charged with the maintenance of county roads and highways. (1 Ind. Rev. Stat., 1852, ch. 20, sec. 1; Sec. 26-601, Burns' Ind. Stat. Ann. 1933.) The

board is also charged with many specific duties authorized by statutes ^{which} and are either mandatory or optional.

Another governing body is the county council, created in 1899, by statute, to act as a check-up on the board of county commissioners by controlling the finances of county government. This council consists of seven members who are elected for a term of four years. One member is elected from each councilmanic district by the citizens of the district and three members are elected at large from the county. The county auditor acts as clerk of the council. The council has power to fix certain tax rates, the exclusive right to make appropriations out of the county treasury, and the exclusive right to authorize the borrowing of money for the county. (Acts 1899; Sec. 26-501, 26-502, 26-515, 26-532; Burns' Ind. Stat. Ann. 1933.)

In 1873, by legislative enactment, the office of county superintendent of schools was created. The superintendent is elected by the township trustees and serves for a term of four years. His duties are specifically set out in the statutes, and he is under the jurisdiction of the State board of public instruction. (Acts 1873, 1899; Sec. 28-702, Burns' Ind. Stat. Ann. 1933.)

By an act of 1873, a county board of education was created. The board consists of the county superintendent of schools, the township trustees, and the chairman of the school trustees of each city and town of the county. The duties of the board are to consider the general wants and needs of the schools and matters relating to the purchase of school furniture, books, maps, charts, etc. (Acts 1873; Sec. 28-801, Burns' Ind. Stat. Ann. 1933.)

An act of 1891 created the office of health commissioner, who is elected by the county commissioners to serve for a term of four years. It is his duty to safeguard the health and to promote sanitary systems for the citizens of the county. He is also required to keep records of contagious diseases, births, deaths, and marriages. (Acts 1891; Sec. 35-108, Burns' Ind. Stat. Ann. 1933.)

By an act of 1891 the office of county assessor was created. The assessor is elected for a four-year term. His duties are to assess omitted real and personal property, to instruct the township assessors, to carry out the orders of the State tax board, and to act as president of the county board of review. (Acts 1891; ch. 99.)

An act of 1891 created the county board of review, whose members consist of the county assessor, county auditor, and county treasurer. (Acts 1891; ch. 99.) This act was amended in 1919 to include two freeholders of opposite political parties as members of the board. The duty of this board is to equalize unfair assessments on real and personal property. (Acts 1919; Sec. 64-1201, Burns' Ind. Stat. Ann. 1933.)

In 1907, a legislative act created a county board of finance, consisting of the board of county commissioners. The county auditor acts as secretary. This board has the custody of the county funds and selects the depositories. (Acts 1907, Sec. 61-606, 61-607; Burns' Ind. Stat. Ann. 1933.) The general assembly of 1935 repealed this act and in the same session revived it as part of the depository act, reestablishing the board of finance practically unaltered. (Acts 1935; Sec. 61-606, 61-628, 61-631 to 61-639; Burns' Ind. Stat. Ann. 1936 Supplement.)

By an act of 1913, the legislature made provisions for the creation of the office of agricultural agent, legally termed county agent, but commonly referred to by the descriptive name. Inasmuch as the agent of the State in the sale of State lands originally was called the county agent, the popular term is used here. The act provides that this office may come into existence whenever a certain number of residents of the county shall petition therefor. The appointment is made annually by Purdue University and ratified by the county board of education. Upon proper petition, this office was established in Randolph County, December 16, 1913. The duties of the county agent are to disseminate information for the promotion and advancement of agriculture, horticulture, and domestic science. (Acts 1913; Sec. 28-4911; Burns' Ind. Stat. Ann. 1933.) By an act of 1931, the office of home demonstration agent was created, whose work is supplemental to the office of the agricultural agent. (Acts 1931; Sec. 28-5627, Burns' Ind. Stat. Ann. 1933.)

The office of superintendent of highways, established in 1913, was abolished by an act of 1933, and the office of highway supervisor authorized. The supervisor is appointed by the board of commissioners. He has general supervision of all county highways, roads and bridges. (Acts 1933; Sec. 36-1110, Burns' Ind. Stat. Ann. 1933.)

In 1933 the legislature created a county board of tax adjustment. The board consists of one member of the county council, selected by the council, and six members appointed by the judge of the circuit court. This board has the power, as it deems necessary, to revise, to change or reduce, but not to increase any tax levy or any corresponding items of the budget on which the tax levies are based. (Acts 1933; Sec. 64-304, Burns' Ind. Stat. Ann. 1933.)

The county board of public welfare was created by an act of 1936. The board consists of five members appointed by the circuit court to serve for a term of four years. The board is charged with the administration of assistance to dependent children in their own homes, to aged persons, and to all those who are otherwise handicapped. (Acts 1936; Sec. 52-1117, Burns' Ind. Stat. Ann. 1936 Supplement.)

Judicial

The judicial system of Randolph County, as of other Indiana counties, is prescribed by the State Constitution and the subsequent legislative enactments of the Indiana General Assembly. The Constitution authorized and directed the general assembly to divide into judicial circuits the whole State as the need arose. Randolph County forms the twenty-fifth circuit, established in 1901. (Acts 1901; Sec. 4-332, Burns' Ind. Stat. Ann. 1933.) Before this period, Randolph County was a part of a circuit to which another county was attached. The Constitution further provides for the election of a judge, and a prosecuting attorney for each circuit, and for a clerk for each county within a circuit. (Indiana Const., Art. 6, Sec. 2; Art. 7; Sec. 9-11.) The circuit court has jurisdiction in all criminal, civil, probate, and juvenile cases, and hears appeals from lower courts.

In 1852, by a legislative act the court of common pleas was created, with limited jurisdiction. The court continued in existence until it was abolished by an act of the legislature in 1873. In earlier times, the common pleas court was a subdivision of the circuit court for certain cause, and had no independent existence. (Acts 1852.)

Records System

The establishment of each of these offices caused the beginning of separate records as prescribed by the general assembly under the provisions for each respective office. In many of the smaller offices no permanent records have been kept; therefore no survey could be made. Randolph County followed its own form of accounting until, in 1909, the legislature established the state board of accounts, which formulates, prescribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. (Acts 1909; Sec. 6-202, Burns' Ind. Stat. Ann. 1933.) Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The law also permits the use of bound looseleaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of county commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the records of any office from mutilation, the board of county commissioners issues an order directing the officer in charge to copy and transcribe the records for preservation. (Acts 1888; Sec. 26-634; Burns' Ind. Stat. Ann. 1933.)

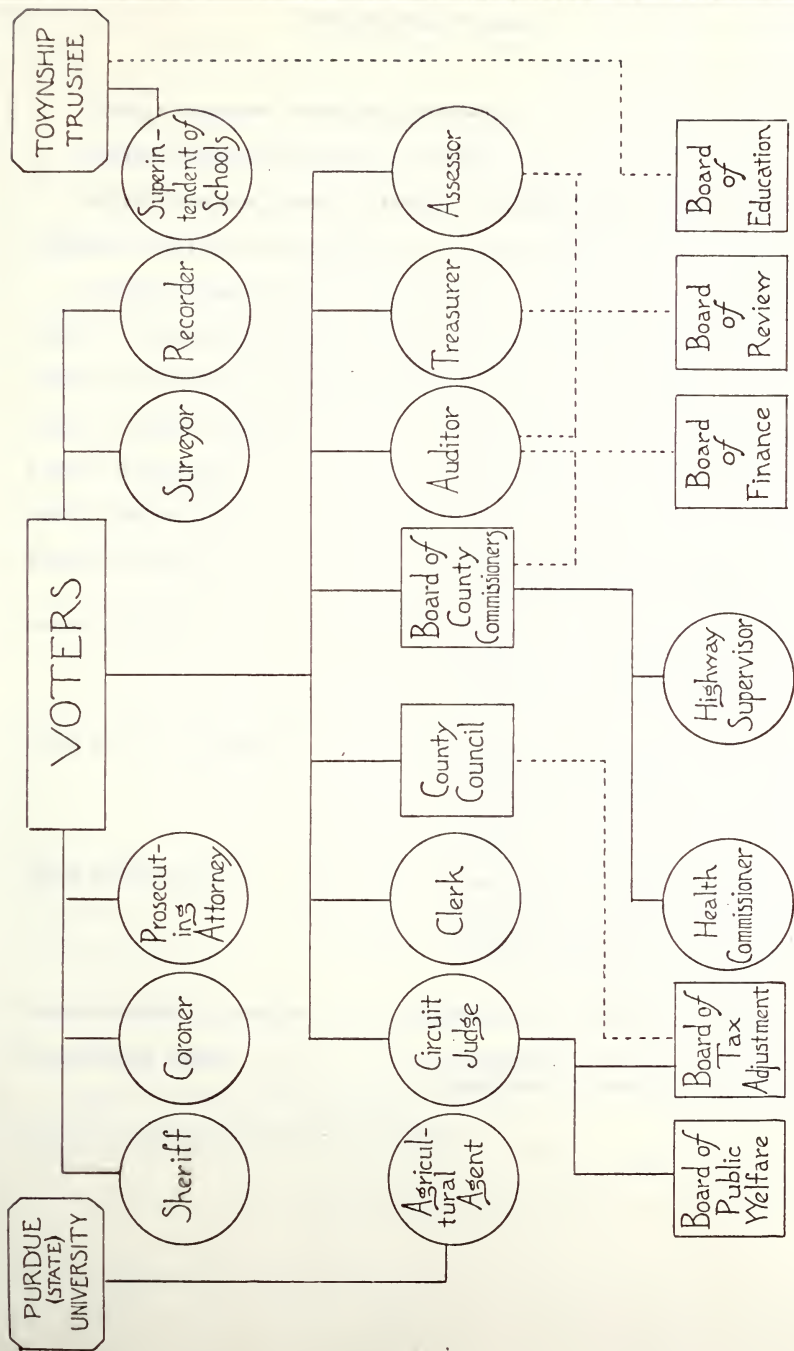
In 1925 a law was passed permitting county officials, at their discretion, to turn over to the State archives bureau for permanent preservation, any official books, records, documents, original papers, newspaper files, or printed books and material not in current use in their offices. (Acts 1925; Sec. 63-320; Burns' Ind. Stat. Ann. 1933.) This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer used and in spite of

lack of storage space, for fear of a possible call for them. Consequently, they have only occasionally availed themselves of this provision for permanent preservation of their old records.

The Historical Records Survey will, in due time, submit sample forms of types of records now in use in the several bureaus of county government. From a study of these forms a model arrangement may be organized for the uniform creation of public records, so that the records created daily may be preserved for posterity.

A CHART OF RANDOLPH COUNTY GOVERNMENTAL ORGANIZATION





Circles represent individual officers.

Squares represent agencies in board form.

Solid lines are lines of election or appointment. Broken lines indicate ex-officio relationship. All lines should be read downward.

Auditor, Treasurer, Surveyor, Recorder, Clerk of Court, Coroner, Sheriff, Prosecuting Attorney, Assessor, Board of Commissioners, Council, and Judge of Circuit Court -- all elected by voters.

Board of Public Welfare	-- Appointed by judge, circuit court.
Highway Supervisor	-- Appointed by board of commissioners.
Health Commissioner	-- Elected by board of commissioners.
Board of Finance	-- Consists of county commissioners, with the auditor as secretary.
Board of Review	-- Composed of assessor as president, auditor as secretary, treasurer, and two freeholders of county appointed by judge of circuit court.
Board of Tax Adjustment	-- Composed of one member of the county council, a township trustee, the mayor, a member of school board, and three resident freeholders appointed by judge of circuit court.
Board of Education	-- Composed of township trustees of Randolph County, the county superintendent of schools, and the chairman of the school trustees of each city or town in Randolph County.
Superintendent of Schools	-- Elected by township trustees.
Agricultural Agent	-- Appointed by Purdue University with approval of county board of education.

In Winchester, Indiana, is the courthouse of Randolph County, a two-story building constructed of brick trimmed with limestone. The building is surrounded by a well-kept lawn with many fine trees and a large clock tower rises from its center. Exclusive of the tower, the dimensions of the building are 140' by 85' by 60'; the tower rises 36' higher. In the basement is a hall which serves as a storage room for records; on the first floor are the offices of the commissioners, the clerk, the recorder, the auditor, the assessor, the treasurer, and the highway supervisor; on the second floor are the offices of the sheriff, the superintendent of schools, the surveyor, and the agricultural agent.

Commissioners

A large, well lighted office on the middle of the south side of the first floor is occupied by the commissioners. In this room, which has a wood floor and plastered ceiling and walls, are housed 40% of the records of the commissioners and 75% of the records of the health commissioner. These consist of 71' of bound volumes on wooden shelving in cabinets, allowing 24' of shelving for expansion. The room is well ventilated, and adequate accommodations are provided for users of the records.

County Council

Records of the county council are housed in the auditor's office and the basement storage room (q. v., infra).

Clerk

On the northeast corner of the first floor are the clerk's office and record room, the former measuring 40' by 36' by 15', and the latter 14' by 14' by 15'. Here are the records of all the courts. Both rooms are in good condition, well lighted, well ventilated, and clean, and both have wood floors and plaster walls and ceilings. In the office on wood and metal shelving are 960' of bound volumes and 70' of unbound records in file boxes 16" deep, no space for expansion being available. Good accommodations for users of the records are furnished here. In the record room on wood shelving are 600' of bound volumes and 1200' of unbound records in file boxes 12" deep. Here also are satisfactory accommodations for users, but there is no space here for expansion. Of the clerk's records, 35% are housed in the office, 40% in the record room, and 25% in the basement. All of the records of the prosecutor are housed in the clerk's office.

Prosecutor

The prosecutor's records are kept in the clerk's office (q.v., supra).

Recorder

The recorder occupies two rooms, an office and a record room, on the southwest corner of the first floor. These rooms are well lighted and well ventilated and have wooden floors, plaster walls, and plaster ceilings. The office, of dimensions 34' by 20' by 15', contains 90' of wood shelving in a cabinet, and houses 80' of bound volumes and 8' of unbound records in file boxes 12" deep. The record room, about three

fourths the size of the office, contains 900' of steel and wood shelving housing part of the records. These consist of 1022' of bound volumes and 36' of unbound records in file boxes 12" deep, records which are not on the shelving being housed on a counter. There is space here for additional shelving. In both rooms, good accommodations can be furnished to persons consulting the records. All the records of the recorder are kept in these two rooms--30% in the office and 70% in the record room.

Sheriff

The sheriff has two offices--one on the south side of the second floor of the courthouse, and one on the first floor of the jail. Both rooms have wooden flooring and plaster walls and ceilings; both are well lighted and well ventilated and provide good accommodations for users. The office in the courthouse, measuring 25' by 12' by 15', houses 80% of the sheriff's records--48' of bound volumes and 6' of unbound records in file boxes 9" deep. Ten per cent of the sheriff's records are in the jail office; these consist of 12' of bound volumes. In both offices the present shelving is adequate and allows space for future records. The sheriff's remaining records, 10% of the whole, are in the basement.

Coroner

The coroner's office is located in the southeast corner of the Davis Building, opposite the courthouse. This office is of moderate size, well lighted, and well ventilated, and has a wood floor, plaster ceiling, and plaster walls. Twelve feet of shelving house 9' of bound volumes, 20% of the coroner's records. Satisfactory accommodations for users of the

records are provided by one desk, one table, and four chairs. The other 80% of the records of the coroner are housed in the auditor's office.

Auditor

A large office 36' by 30' by 15' at the southeast corner of the first floor is occupied by the auditor. The floor in this office is wood and the walls and ceiling are plaster; lighting, ventilation, and accommodations for users of the records are good, and the office is equipped with 900' of shelving. On this shelving are 700' of bound volumes and 60' of unbound records in file boxes 9" deep, thus making available for future records 140' of shelving. Records housed in this office comprise 70% of the records of the auditor; all the records of the board of review, the board of tax adjustment, and the board of finance; 80% each of the records of the coroner and the county council; 30% of the records of the commissioner; and 15% of the records of the highway supervisor.

Assessor

The assessor's office, in the middle of the north side of the first floor, is a large, well lighted room, measuring 30' by 12' by 18'. The office is clean and has a wood floor, plaster walls, plaster ceilings, and good ventilation and lighting. All but 10' of the wood shelving are occupied by 162' of bound volumes and 3' of unbound records in file boxes 12" deep. This is sufficient space for expansion, since only records of the previous three years are housed in this office. Records housed in the office comprise 25% of the assessor's records, the other 75% being stored in the basement.

Board of Review

All records of the board of review are kept in the auditor's office (q. v., supra).

Board of Tax Adjustment

The records of the board of tax adjustment are found in the auditor's office (q. v., supra).

Board of Finance

Records of the board of finance are likewise housed in the auditor's office (q. v., supra).

Treasurer

which The treasurer occupies the northwest corner of the first floor, and consists of an office and a record room, the latter about one third the size of the former. The office, measuring 36' by 24' by 15', houses on wooden shelving 328' of bound volumes and 24' of unbound records in file boxes 9" deep. The record room is equipped with 80' of wooden shelving on which are 64' of bound volumes. There is no space for expansion in the office, but sufficient space in the record room; both rooms have wooden floors and plaster walls and ceilings and are well lighted and well ventilated; users of the records are also well accommodated in both offices. The office contains 50%, the record room 20%, and the basement 30% of the treasurer's records.

Board of Education

Records of the board of education are kept by the superintendent of schools and are housed in his office (q. v., infra).

Superintendent of Schools

A large office, 34' by 14' by 12', at the northwest corner of the second floor, is occupied by the superintendent of schools and houses all his records in addition to those of the board of education. The room has wooden flooring and plaster ceiling and walls, and is clean and well ventilated, but the lighting is poor and the room is crowded, leaving no space for future records. Records housed here at present consist of 64' of bound volumes and 70' of unbound records in file boxes 9" deep. Accommodations furnished for persons consulting the records are satisfactory.

Health Commissioner

Records of the health commissioner are located in the incumbent's office at Saratoga, in the county nurse's office on the second floor of the Maye Building at Winchester, and in the commissioners' office. The office of the incumbent, Dr. Spitler, located on the second floor ^{of} of his residence, measures 16' by 14' by 10', and has a wooden floor, plaster walls and plaster ceiling. The office is well lighted and well ventilated and is equipped with 5' of shelving on which are 4' of bound volumes--5% of the health commissioner's records. The county nurse's office is of approximately the same size and construction and in the same condition as that of the health commissioner. This office houses 8' of bound volumes and 12' of unbound records in file boxes 16" deep, leaving 4' of shelving unoccupied; these comprise approximately 20% of the health commissioner's records. The remainder of the records--75%--are housed in the commissioners' office.

Board of Public Welfare

The office of the board of public welfare is located in the southwest corner of the Davis Building. This is a moderately sized office, constructed with wooden flooring and plaster walls and ceiling. Lighting and ventilation in this room are good, and the accommodations provided for users of the records are likewise good. All the records of the board, consisting of 12' of bound volumes, are housed here, and there is sufficient space from the present shelving for several years of future records.

Surveyor

On the southwest corner of the second floor is the office of the surveyor, a well lighted and well ventilated room whose dimensions are 20' by 14' by 15'. The floor of the office is wood, the walls and ceiling are plaster, and the shelving with which it is equipped is wood and metal. Thirty-eight feet of bound volumes are housed in this room, some on shelving and some on desks and tables, leaving no unoccupied space on the present shelving. Twelve feet of unbound records are housed in filing cabinets, in which also there is no space for expansion. All the surveyor's records are housed here, and persons consulting the records are provided with good accommodations.

Highway Supervisor

The office of the highway supervisor adjoins the commissioners' office on the south side of the first floor, and is connected with it by a door. The office, measuring 36' by 12' by 15', is clean, well lighted, and well ventilated, and has a wooden floor and plaster walls

and ceiling. Equipment, both for users of the records and for the records themselves, is satisfactory. A wooden cabinet houses 20' of bound volumes and 15' of unbound records in file boxes 12" deep, allowing some 3' for expansion. Of the records of the highway supervisor 75% are housed in his office, 15% in the auditor's office, and 10% in the basement.

Agricultural Agent

The agricultural agent occupies a moderately sized office in the northeast corner of the second floor, and all his records are housed there. Good accommodations are furnished in this room, which is well lighted and well ventilated, constructed with wooden flooring and plaster walls and ceiling, and equipped with 12' of shelving on which are 6' of bound volumes; filing cabinets house 12' of unbound records, and both on the shelves and in the filing cabinets there is adequate space for expansion.

Basement

A hall in the basement has been equipped with shelving and now serves as a storage room for records. The flooring of this storage room is concrete, the walls are concrete, and the ceiling is wood. The ventilation is poor, the lighting is poor, the temperature is uniformly hot, and varying quantities of dust and dampness are present. Shelving is completely occupied by 1200' of bound volumes and if any expansion is desired, additional shelving will have to be built. This room contains 75% of the records of the assessor, 30% each of the records of the auditor, the commissioners, and the treasurer, 25% of the records of the clerk, 20% of the records of the county council, and 10% each of the records of the sheriff and the highway supervisor.

Review

In looking over these offices, certain outstanding conditions must inevitably draw the reader's attention. Some of these may easily be corrected; others are not so readily corrected, and the problem of their correction, being one on which we cannot pass, is left to the officials and the citizens of the county.

The clerk's office and record room are badly crowded, and there is no space for additional shelving. It has been suggested that another record room be provided for the clerk. More shelving is needed in the recorder's office, where sufficient space for such shelving can be obtained. Additional shelving and another filing cabinet also are needed in the surveyor's office. The office of the superintendent of schools is crowded, but the congestion could be relieved by transferring early records to the basement; this, however, does not seem advisable until conditions in the basement can be bettered. These conditions have already been listed, and it is not necessary to repeat them; the primary need in the basement is for the construction of additional shelving. When this is done, the most insistent need will be filled, and remedies for other defects can be contemplated.

The style Manual of the United States Government Printing Office is the authority followed herein.

alph.	alphabetical or alphabetically
Ann.	Annotated
art.	article
arr.	arranged
aver.	average
bdl.	bundle
Bldg.	Building
ch.	chapter
chron.	chronological or chronologically
C. C.	County Courthouse
Const.	Constitution
hdw.	handwritten
ib., ibid.	ibidem (same reference as that immediately foregoing)
Ind.	Indiana
infra	below
NE.	Northeast
no., nos.	number, numbers
NW.	Northwest
off.	office
p., pp.	page, pages
q. v.	which see
Rev. Stat.	Revised Statutes

rm.	room
Sec.	Section
SE.	Southeast
stg.	storage
SW.	Southwest
supra	above
twp.	township
U. S.	United States
vol., vols.	volume, volumes
vt.	vault

Other abbreviations occasionally used will be obvious from the context.

Explanation to Inventory

The inventory of the records of each bureau is preceded by an explanatory section, giving legal status and functions of each.

Each entry has two parts, or paragraphs: Title and description. Occasionally an entry will have a cross-reference paragraph.

I. The title consists of:

1. Entry number. The entries are numbered consecutively within the county.

2. Titles in capitals, enclosed in parentheses, are supplied by the Historical Records Survey, because either the volume or file has no title or an incorrect title. Words in capitals and lower case, enclosed in parentheses, are supplementary to the title, where it is necessary to explain the type of records more fully.

3. Period covered by the record, showing beginning and ending dates. A dash in place of an ending date denotes a continuous open record.

4. Quantity.

5. Markings, if a series or a part of a series. Where the entry consists of one volume or of vol. 1 only, the marking is omitted.

6. Variation in numbering.

7. Missing volumes.

8. Variations in title.

II. The description consists of:

1. A complete description of the record, its contents, and its purpose, with a resume of the column headings or subjects treated.

2. Method of indexing or arrangement.

3. Nature of recording.

4. Condition. Unless good or excellent, in which case, it is omitted.

5. Number of pages, averaged for a series.

6. Size, averaged for a series, is given in inches unless otherwise specified; hence the inch sign is omitted.

7. Location.

III. Cross references made to other entries.

1. For records which have a separate index.

2. For records having earlier or later recordings under a different title or type of record. ,

3. For records for which additional information may be found in other entries.

The board of commissioners is a statutory body comprising three members elected for a term of three years. Elections are so arranged that one member shall retire each year. (1 Indiana Rev. Stat. 1852; Acts 1929; Sec. 26-601, Burns' Ind. Stat. Ann. 1933.) Randolph County had a board of commissioners prior to 1852 which was provided for in the Constitution of 1816. The inception date of this office in Randolph County is 1818. All records are located in the courthouse.

The board of commissioners holds twelve monthly sessions. It makes orders respecting the property of the county, sells, purchases, takes care of, and preserves the property. It allows all accounts chargeable against the county not otherwise provided for and directs the raising of sums necessary for expenses, audits accounts of all officers, provides election supplies, and maintains highways. It may abolish or change township or precinct boundary lines, establish libraries and hospitals, aid war veterans, pay bounties, offer rewards, and appoint deputy sheriffs, highway, and drainage commissioners. (1 Indiana Rev. Stat. 1852, Acts 1863, 1865, 1879 Special Session, 1885, 1897, 1813, 1921, and 1929; Sec. 26-601 to 26-639.)

Proceedings and Reports

1. COMMISSIONER'S DOCKET, 1893--- 8 vols. (1-8).

Record of papers filed, showing court proceedings, name of parties, dates of filing, and remarks. Arr. chron. Hdw. 400 pp. 18 x 12 x 4. Auditor's off.

2. RECORD, 1867-1899. 5 vols. (1-2, 2, and 2 vols. not numbered).

Record of appropriations. and disbursements of county funds, minutes of

2075931

Proceedings and Reports(continued)

meeting, and members present. Arr. chron. Hdw. 300 pp. 16 x 14 x 3.
Commissioner's rm.

3. PUBLIC HIGHWAY PAPERS, 1889-1921. 8 file boxes.

Petitions for vacating property for public improvements, showing grade, culvert, bridge, curbs, and dates. For index, see entry 5. 18 x 12 x 4. Auditor's off.

4. ASSESSMENTS ON DITCHES AND ROADS, 1854--. 57 file boxes.
(70-126).

Record of assessments against property owners, showing amounts for cleaning ditches, and road repairs. For index, see entry 5. 4 x 6 x 12. Auditor's off.

5. GENERAL INDEX TO FILES, 1845--. 4 vols. (1-4).

General index to all file boxes in commissioner's off. Arr. alph. by title of record. 600 pp. 19 x 14 x 4. Auditor's off.

Bids, Contracts, and Bonds

6. BIDS, CONTRACTS, AND BONDS, 1901--. 4 file boxes.

Bids, contracts, and bonds for county improvements and supplies, showing amount and bid of contractors, date, firm name, and bonds. For index, see entry 5. 18 x 12 x 5. Auditor's off.

7. ROAD RECORD, 1924--. 2 vols. (1-2).

Record of road contracts awarded, showing nature of contract, amount, name of contractor, address, to whom paid, warrant no., and amount paid. Arr. chron. Hdw. on printed form. 350 pp. 18 x 14 x 3. Auditor's off.

Proceedings and Reports--Bids, Contracts, and Bonds(continued)

8. BRIDGE CONTRACTS, 1867---. 8 file boxes.

Bridge contracts, showing date, name of firm, amount of bid, amount of bond to cover bid, and date approved. Arr. chron. 18 x 16 x 6. Auditor's off.

Claims and Allowances

9. COMMISSIONER'S CLAIM AND ALLOWANCE DOCKET, 1841---. 9 vols.

(1-4, and 5 vols., not numbered).

Record of claims allowed for labor and materials, showing date, to whom allowed, amount of claim, amount allowed, and warrant no. Arr. chron. Hdw. on printed form. 400 pp. 18 x 14 x 13. Auditor's off.

10. ROAD CLAIMS, 1861---. 24 file boxes.

Affidavits of highway superintendent, for claims, showing list of claims, appropriations by auditor for settlement, date, district, and amount. For index, see entry 5. 18 x 12 x 4. Auditor's off.

11. POOR RELIEF, 1932---. 4 file boxes (137-140).

Applications for poor relief, showing name, dependents, case no., amount received, voucher no., date, and name of trustee allowing claim. For index, see entry 5. 18 x 12 x 4. Auditor's off.

12. BURIAL RECORD OF SOLDIERS, SAILORS, MARINES, 1893---. 2 vols.

Record of burials of ex-soldiers, sailors, and marines, showing expense to county, date of enlistment, rank, command, nature of service, date of discharge, and total expense. Arr. ohron. Hdw. 350 pp. 22 x 14 x 3. Auditor's off.

For other records, see also entries 44, 116.

Proceedings and Reports(continued)

Roads, Bridges, and Ditches

13. COMMISSIONER'S RECORD (DITCH), 1831-- 26 vols. (A-I, 1-17).
Record of ditch specifications, showing stake no., depth of cut,
width of top and bottom, cu. yds. of ditch, and date. 1831-1903, hdw.;
1903--, typed. 400 pp. 18 x 12 x 3. 17 vols., auditor's off.; 9 vols.,
basement stg. rm.

13^a. COMMISSIONER'S RECORD OF ROADS, 1873-- 17 vols. (2-18).

Vol. 1, prior to 1873, missing.

Record of petitions for, and roads constructed, showing location,
names of petitioners, kind of road, specifications and instructions
to bidders, date or term of meeting, and signature of commissioners.
Indexed alph. by name of petitioner and road. 1873-1911, hdw.;
1911--, typed. 600 pp. 18 x 14 x 4. 3 vols., commissioner's rm.; 14
vols., auditor's outer off.

13^b. INDEX OF ROADS IN RANDOLPH COUNTY, 1819-- 1 vol.

Record or index of roads, showing term of board, year, location of
road by section, twp., range, termination of board, names of viewers,
book and page nos., width, and remarks. Arr. alph. by petitioner and
road name. Hdw. Condition fair. 500 pp. 18 x 14 x 3. Auditor's off.

14. GRAVEL ROAD REPORTS, 1891-- 6 file boxes.

Reports showing repairs to roads, date, nature of repairs, amount of
material used, man hours, and date completed. Arr. chron. 18 x 16 x 6.
Auditor's off.

15. FREE GRAVEL ROAD RECORD, 1903-10. 1 vol.

Record of receipts and disbursements, showing date, name of road,
amount received, to whom paid, and cost of labor and material. Arr.

Proceedings and Reports--Roads, Bridges, and Ditches(continued)

16. RECORD, 1882-1900. 1 vol.

Minutes of meetings of board of turnpike directors, showing action taken on petitions for repairs of gravel roads, kind of work to be performed, and estimates of costs. Arr. chron. Hdw. on printed form. 320 pp. 16 x 14 x 3. Auditor's off.

17. RECORD OF REPORTS OF FREE TURNPIKE REPAIRS, 1879-1901. 1 vol.

Record of repairs and claims for labor and material on roads, showing name of road, length of road bed, toll houses, capital stock, value, toll receipts, pay of gate-keeper, taxes, repairs, annual report, and sworn statement. Arr. chron. Hdw. 640 pp. 18 x 14 x 4. Auditor's off.

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In 1899 the legislature created the county council. This council consists of seven members who are elected for a term of four years. One member is elected from each councilmanic district by the district and three members are elected at large from the county. The council elects its own president and the county auditor acts as its clerk. The county sheriff is required to execute the orders of the council. (Acts 1899; Secs. 26-501 and 2, 26-509, 26-515, 26-532, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Randolph County is 1899. All of the records of this office are located in the courthouse unless otherwise stated.

The power of fixing the tax rate, where it is not fixed by law, is vested in the council, as well as the power of making appropriations of money to be paid out of the county treasury (Acts 1899; Sec. 26-515, Burns' Ind. Stat. Ann. 1933).

The council passes on all budget estimates submitted by county officials (Acts 1899; Sec. 26-520, Burns' Ind. Stat. Ann. 1933), as well as emergency appropriations (Acts 1899, 1907, 1913; Sec. 26-521, Burns' Ind. Stat. Ann. 1933).

The council has the exclusive power to authorize the borrowing of money for the county and the issuing of bonds (Acts 1899, 1921, 1929; Sec. 26-532, Burns' Ind. Stat. Ann. 1933). No sale or purchase by the county of real estate of the value of \$1,000 or more shall take place without authorization of the council (Acts 1899; Sec. 26-534, Burns' Ind. Stat. Ann. 1933).

THEORY

The first part of the theory is the definition of the system.

The second part of the theory is the definition of the system.

The third part of the theory is the definition of the system.

The fourth part of the theory is the definition of the system.

The fifth part of the theory is the definition of the system.

The sixth part of the theory is the definition of the system.

The seventh part of the theory is the definition of the system.

13. COUNTY COUNCIL RECORD, 1899-- . 2 vols. (1-2).

Record of the minutes and proceedings, showing appropriations and disbursements of county funds, members present, date, and remarks.

Arr. chron. Hdw. 400 pp. 18 x 14 x 3. Auditor's vt.

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The clerk of the circuit court is a constitutional officer, elected for a four-year term, and not entitled to hold office more than eight years in any twelve-year period. (Indiana Const., Art. 6, Sec. 2; Sec. 49-2701, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

The clerk preserves all records and writings filed in his office. He keeps a set of dockets for all county courts such as appearance, bar, judgment, and execution. He also keeps an order and final record book. He attends the sessions of the circuit court and enters in the proper record book all orders, judgments, and decrees of the court; keeps a complete record of all causes where the title to land is involved, and of criminal causes where the punishment is death or imprisonment. He is authorized to receive all funds ordered to be paid into the court. (2 Indiana Rev. Stat. 1852; Acts 1859, 1867, 1875, 1879 special session, 1929, and 1933; Sec. 49-2701 to 49-2725, Burns' Ind. Stat. Ann. 1933.)

Elections

19. ELECTION RECORD, 1877--. 3 vols. (1-3).

Record of primary and general elections, showing election date, no. of ballots printed, no. sent to each precinct, no. burned, elector's names, and no. votes cast for each candidate. Arr. by twp. and ward. Hdw. on printed form. 450 pp. 20 x 14 x 3. Clerk's off.

Elections(continued)

20. CONVENTION RECORD, 1916-34. 2 vols.

Record of candidates for county offices, showing candidate's name, date, office sought, twp., certificate of election expense, and party name. Arr. chron. Hdw. on printed form. 200 pp. 16 x 9 x 1. Clerk's off.

Official Bonds

21. NOTARY PUBLIC BOND RECORD, 1837--. 9 vols. (1-9).

Record of oath of office, bond posted, papers, seal record, showing amount of bond, date, governor's signature, and date of expiration of appointment. Arr. alph. Hdw. on printed form. 400 pp. 18 x 16 x 3. Clerk's off.

22. NOTARY BOND PAPERS, 1873--. 8 file boxes. (1-8).

Original papers filed by notary public applicants, their notary bonds, certificate of oath, amount of bond, bondsmen's affidavit, and date recorded. 6 x 12 x 20. Clerk's off.

Licenses

Marriage

(See also entry 183)

23. MARRIAGE RECORD, 1817--. 26 vols. (1-26).

Record of applications and returns of marriage, showing names, age, place of ceremony, name of party performing ceremony, color, race, sex, parent's history, place of birth, age, number of times married, former names, and date. Arr. alph. by groom, to 1900; and after 1900, arr. alph. by groom and bride. Hdw. A probate will is also included in this record, showing

Licenses--Marriage(continued)

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details relative to appointment of guardian. 300 pp. 12 x 13 x 2.
Vols., 1-2, 1817-57, clerk's record rm.; 3-26, 1857--¹⁸⁷¹⁻⁷², clerk's outer off.

24. MARRIAGE CERTIFICATES, 1831--. 6 file boxes. (1-6).

Marriage affidavits returned by minister to county clerk, showing name of bride, groom, place of residence, date of birth, times married, nationality, and occupation. Arr. alph. 20 x 10 x 6. Clerk's off.

25. MARRIAGE AFFIDAVITS, 1834-1905. 8 vols. (1-8).

Record of sworn affidavits by disinterested party that applications for marriage license are true and that applicants are of age, showing date, name, names of bride and groom, postoffice address, name of clerk, and witnesses. Arr. chron. Hdw. 350 pp. 16 x 9 x 3. Clerk's off.

Professional

26. RECORD OF PHYSICIANS LICENSES, 1897-1935. 1 vol.

Record of applications which certify that individual has complied with Indiana laws to practice medicine and surgery, showing clerk's name, witnesses, date of diploma, and name of college. Arr. chron. Hdw. 250 pp. 16 x 9 x 1. Clerk's off.

27. REGISTER DENTISTRY LICENSE, 1901--. 3 vols.

Record of licenses issued to practice dentistry, showing name of applicant, place of birth, address, and date license issued. Arr. alph. Hdw. 100 pp. 20 x 8 x $\frac{1}{4}$. Clerk's off.

28. CERTIFICATE OF REGISTRATION TO PRACTICE OPTOMETRY, 1907-33,
4 vols.

Licenses--Professional(continued)

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Record of permits to conduct office for purpose of fitting eye glasses, showing date, name, applicant's address, date of decree to practice, name of college, and remarks. Arr. chron. Hdw. 100 pp. 16 x 8 x 1. Clerk's off.

29. PHARMACIST APPLICATION RECORD, 1918--. 5 vols.

Record of licenses issued to practice pharmacy, showing application date, name, proprietor's name, city, business address, and date of permit to sell. Hdw. 100 pp. 8 x 12 x $\frac{1}{2}$. Clerk's off.

30. REGISTER TRAINED NURSES, 1917--. 1 vol.

Record of certificates issued to trained nurses to practice, showing nurses having State license to practice nursing, name of school, date of diploma, date registered, name, address, and remarks. Arr. chron. Hdw. 150 pp. 10 x 8 x $\frac{1}{2}$. Clerk's off.

31. VETERINARY RECORD, 1901-04. 1 vol.

Record of licenses issued to practice veterinary medicine and surgery, showing where applicant presented diploma, and credentials as per rulings of State board of veterinarians. Arr. alph. Hdw. on printed form. 150 pp. 20 x 10 x $\frac{1}{2}$. Clerk's off.

Business

32. JUNK DEALER'S RECORD, 1906--. 6 vols.

Record of licenses issued to buy and sell junk, showing date issued, applicant's signature, and agreement. Arr. alph. Hdw. on printed form. 200 pp. 16 x 8 x 1. Clerk's off.

Licenses--Business(continued)

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33. RECORD POULTRY DEALER'S LICENSE, 1918--. 4 vols.

Record of permits to buy and sell poultry, showing date, name, address, firm name, business address, and remarks. Arr. alph. Hdw. 200 pp. 12 x 10 x 1. Clerk's off.

34. APPLICATION FOR SIRE LICENSE, 1889-1926. 1 vol.

Record and sworn statement regarding registration of sires, showing description of animal, pedigree, date, register no., sworn statement by owner of sire, date registered, and remarks. Arr. alph. 200 pp. 18 x 10 x 1. Clerk's off.

Hunting

35. REGISTER OF HUNTERS LICENSE, 1933--. 1 vol.

Record of licenses issued to hunters, showing date, name, whether non-resident or resident licensee, license no., and amount paid. Hdw. on printed form. 150 pp. 12 x 10 x 1. Clerk's off.

Certificates

36. BIRTH CERTIFICATES, 1882--. 9 file boxes. (1-9).

Certificates of births in county outside of incorporated towns, showing name, address, parent's name, age, occupation, and no. of children. Arr. chron. Clerk's off.

For other records, see entry 182.

37. DEATH CERTIFICATES, 1861--. 8 file boxes. (10-17).

Certificates of deaths, showing cause, name, race, age, occupation, parent's name, and date of death. Arr. chron. 10 x 6 x 20. Clerk's off.

For other records, see entries 185-186.

38. PARTNERSHIP RECORD, 1910--. 1 vol.

Record of partnership business, showing names of partners, title of firm or partnership, kind of business, location, residence of members, date filed, and remarks. Arr. chron. Hdw. 250 pp. 16 x 10 x 3. Clerk's off.

39. CERTIFICATE OF PARTNERSHIP, 1905--. 3 file boxes. (25-27).

Certificates of partnership of business, showing names of partners, names of business, kind of partnership, kind of business, and duration. Arr. alph. 14 x 9 x 9. Clerk's off.

40. FIRE ARMS PERMIT, 1903--. 1 file box.

Permits to carry fire arms, showing applicant's name, reason, date, address, make and calibre of weapon. Arr. chron. 6 x 12 x 20. Clerk's off.

41. REGISTER OF INSURANCE AND CERTIFICATE, 1893-1919. 3 vols.

(1-3).

Record of insurance companies authorized to sell insurance in county, showing name of agent, name of company, date filed, number, amount of certificate, and remarks. Hdw. 450 pp. 18 x 9 x 3. Clerk's off.

Fee and Cash Records

42. CLERK'S DAILY BALANCE AND CASH STATEMENT, 1916-30. 8 vols.

Record of daily receipts and expenditures, showing totals for the day, amount of balance, clerk's costs due, county fees payable to county fish and game license, trust funds, and total. Hdw. 400 pp. 10 x 12 x 3. Clerk's off.

43. MORTGAGE RECORD PAPERS, 1851--. 34 file boxes.

Mortgages showing names, amount, date mortgage allowed, affidavit, date recorded, and released. Arr. alph. 12 x 12 x 20. Clerk's off.

For other records, see entries 105-112.

44. SOLDIERS' ENROLLMENT BLANKS, 1880-94. 5 vols.

Register of U. S. soldiers of Randolph County, their widows and orphans, showing soldier's name, rank, company or regiment, postoffice, no. dependents, and remarks. Arr. chron. Hdw. 300 pp. 14 x 9 x 2. Clerk's off.

For other records, see entries 12, 116.

Maps

45. RANDOLPH COUNTY, 1912. 1 map.

Political and communication map, showing highways, sec., twp., range, and towns. Published at Ft. Wayne, Ind., Printed, black and white. Scale, 1" in. to 8 mile. 72 x 48. Clerk's off.

The office of prosecuting attorney was created by the Constitution. This officer is elected at the regular election for a term of two years. (Indiana Const., Art. 7, Sec. 11; 2 Rev. Stat; Sec. 49-2501, Burns' Ind. Stat. Ann. 1933.) Prior to the ^{Constitution} of 1851, the office of prosecuting attorney was in existence by virtue of the Constitution of 1816. The inception date of this office in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

It is the duty of the prosecutor to inquire of the commissioners about any felony or misdemeanor, and subpoena and examine any person likely to be acquainted with the commission of any felony or misdemeanor. (2 Rev. Stat. Sec. 49-2503, Burns' Ind. Stat. Ann. 1933).

He conducts all prosecutions for felonies and misdemeanors in Randolph County, all suits on forfeited recognizances, resists applications for changing names, protects the interest of all persons of unsound mind, and superintends on behalf of the county or any of its trust funds, all suits in which they may be interested or involved, and performs such other duties as may be required by law (2 Rev. Stat., 1852; Sec. 49-2504, Burns' Ind. Stat. Ann. 1933).

Prosecuting attorneys are neither State, county nor township officers (State ex rel. Pitman vs. Tucker, 46 Ind. 335), but their office in each county is a county office.

46. COURT DOCUMENTS, 1883--. 13 file boxes. (32-44).

Papers pertaining to all cases, showing summons, denials, affidavit, subpoena, answers, names of defendant, case no., fees, and names of witnesses. Arr. chron. 8 x 16 x 6. Clerk's off.

For other records, see entry 49.

The circuit court is authorized by the Indiana Constitution (Indiana Const., Art. 7, Sec. 11). The twenty-fifth circuit comprises Randolph County. The inception date of this court in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

The judge of the circuit court is elected by the people and the term of office is six years. The court has jurisdiction of law, equity, criminal cases, and settlement of decedent's estates, and of guardianships. It has appellate jurisdiction in certain cases from justice of peace courts. (Acts 1881; Sec. 4-303, Burns' Ind. Stat. Ann. 1933.)

Change of Venue
(See also entry 137)

47. CHANGE OF VENUE RECORD, 1861--. 9 vols. (A-B, 1-7).

Record of cases tried in county from other courts, showing cases venued to county, and cases venued from county, date of filing, no. of cause, title of cause, and remarks. Arr. alph. by names of plaintiff and defendant. Hdw. 300 pp. 20 x 14 x 3. Clerk's off.

Civil and Criminal Causes
(See also entries 94-98)

48. CIVIL PAPERS-CIRCUIT COURT, 1827--. 22 68 boxes. (1-790, 1794-3272).

Papers pertaining to civil cases, showing kind of case, name of parties, cause no., date of hearing, minutes of court, return papers, and court orders. No index. 8 x 16 x 6. Clerk's record rm.

Civil and Criminal Causes(continued)

49. CRIMINAL PAPERS, 1827-- . 587 file boxes. (998-1685).

Criminal complaints filed in court, showing names of defendant, and prosecu-
tor, and filing charge, term of court, date, kind of charge, and date of
affidavit. No index. 8 x 16 x 8. Clerk's record rm.

For other records, see entry 46.

50. RECOGNIZANCE BOND RECORD, 1877-- . 6 vols.

Record of bonds filed for bail in circuit court, showing date, name,
amount and nature of cause or indictment. Indexed alph. by name of
defendant. Hdw. 600 pp. 20 x 14 x 3. Clerk's off.

51. RECORD OF RECOGNIZANCE BONDS, 1881-- . 12 file boxes. (29-40).

Bonds posted for appearance of defendant in court, showing date, amount,
charge, defendant's and sureties' names, and sheriff's signature. No
index. 14 x 9 x 9. Clerk's record rm.

52. APPEAL COSTS, 1899-- . 2 file boxes.

Bonds posted with the court to guarantee all costs of any nature as to
appeal cases, showing names of plaintiff, defendant, attorney, and
sureties, amount of bond, and seal of notary. Arr. chron. 12 x 12 x 20.
Clerk's off.

53. RILEY HOSPITAL APPLICATIONS, 1924-- . 4 file boxes. (18-21).

Applications for admission to Riley Hospital, showing name, age, sex, cause,
date of examinations, admittance date, and release date. Arr. chron.
10 x 6 x 20. Clerk's record rm.

54. NATURALIZATION RECORD, 1854-- . 16 vols. Variation; Record of

Final Oath, Declaration of Intention.

Record of intention to become a citizen of U. S., showing age, nationality,

Civil and Criminal Causes(continued)

date, post of entry, date of intention, final oath, and papers. Indexed alph. by applicants name. Hdw. 200 pp. 16 x 9 x 2. Clerk's off.

55. RECORD OF EPILEPSY INQUESTS, 1893-1934. 3 vols. (1-A-B).

Record of inquests as to convictions of epileptics, showing application for commitment to epileptic village, date, patient's history, family history, physician's certificate of examination, judge's order for admission, warrant for arrest, superintendent's receipt, and sheriff's commitment returns. Arr. chron. Hdw. 350 pp. 16 x 12 x 3. Clerk's off.

Court Proceedings

(See also entries, 85-70, 94-98)

56. ENTRY DOCKET, ISSUE DOCKET, FEE BOOK, 1919--. 45 vols. (37-52, 1-29).

Record of entry and costs of case, showing date of filing, names of parties, case no, nature of action, fees, cause, clerk's fees itemized, order book no., page no., receipts, memo of clerk, defendant's name, and remarks. 16 vols., arr. chron, 29 vols., indexed alph. by name of defendant. Hdw. 300 pp. 18 x 16 x 4. Clerk's off.

57. ENTRY DOCKET, 1845--. 63 vols. (1-63).

Entry book of all cases filed in court, showing date filed, names of parties, cause no., and nature of action. Arr. chron. Hdw. 300 pp. 16 x 12 x 2. Clerk's off.

58. ISSUE DOCKET, CRIMINAL, 1873-1897. 2 vols.

Record of criminal cases, showing nature of case, names of attorneys, and parties, court term, proceedings, costs, and remarks. Arr. chron. Hdw. 360 pp. 18 x 12 x 3. Clerk's record rm.

Civil and Criminal Causes--Court Proceedings(continued)

59. FEE BOOK, CIVIL, 1851-1924. 78 vols. (A-Z, 1-52).

Record of all fees charged in civil cases, showing names of plaintiff and defendant, from whom fees were received, amount of fees, case no., and date received. Indexed alpn. by names of plaintiff and defendant. Hdw. 300 pp. 18 x 14 x 3. Clerk's off.

60. FEE BOOK-CRIMINAL, 1851--. 18 vols. (1-18).

Record of fees and costs in criminal cases, showing case no., amount received, names of parties, and dates fees were received. No index. Hdw. on printed form. 350 pp. 16 x 9 x 3. 17 vols., clerk's off.; 1 vol., basement stg. rm.

61. JUSTICE DOCKET, CIRCUIT COURT, 1847-1926. 62 vols.

Record of cases by court minutes, showing suits brought on notes, damages, foreclosures, judgments, date, cost, affidavit of replevin, amount of bail, amount witness fees, prosecutor's fee, and plaintiffs and defendant's costs. Indexed alpn. by name of defendant. Hdw. 350 pp. 16 x 9 x 3. Clerk's record rm.

62. BENCH DOCKET, 1847-1889. 8 vols. (1-8).

Record of court proceedings and minutes, showing names of attorneys, action, return of process, and proceedings of circuit court, entered by court reporter. No index. Hdw. on ruled form. 250 pp. 14 x 10 x 2. Clerk's record rm.

63. ORDER BOOK, CIVIL, 1823--. 85 vols. (1-85).

Record of affidavits filed and petitions brought before court, showing final order and court decree, date no., kind of case, names of plaintiff, defendant and attorneys, and remarks. Indexed alpn. by name of defendants.. 1823-1903, hdw.; 1903--, typed. 400 pp. 18 x 16 x 3. Clerk's off.

Civil and Criminal Causes--Court Proceedings(continued)

64. GENERAL INDEX TO ORDER BOOK, 1818--. 4 vols.

General index to order books, showing names of plaintiff and defendant, book. and page no., Arr. alph. by names of plaintiff and defendant. Hdw. 600 pp. 18 x 14 x 5. Clerk's off.

65. ORDER BOOK, CRIMINAL, 1877--. 8 vols. (A-H).

Record of orders and final decree of court in criminal cases, showing cases filed by State of Indiana. vs. individual, bond given, kind of suit, judgment rendered, date, institution, length of confinement, and remarks. Indexed alph. by name of defendant. 1877-1903, hdw.; 1903--, typed. 375 pp. 16 x 9 x 3. Clerk's off.

66. GENERAL INDEX TO CRIMINAL ORDER BOOKS, 1853--. 1 vol.

General index to criminal order books, showing no. of case, State book, page, and file box, and defendant's name. Indexed alph. by name of defendant. Hdw. on printed form. 450 pp. 16 x 12 x 3. Clerk's off.

67. JUDGMENT DOCKET, CIRCUIT COURT, 1829--. 12 vols. (1-12).

Record of decrees and courts' action on judgments, showing description of land involved, names of parties against whom judgment was rendered, amount, name of attorneys and sureties, date, vol. and page no. of order book where case is found, and remarks. Indexed alph. by name of defendant. 400 pp. 16 x 10 x 3. Clerk's off.

Executions

(See also entry 97)

68. PRAECIPE RECORD, 1889--. 3 vols. (1-3).

Record of issue of execution to sheriff from county clerk against

Civil and Criminal Causes--Executions(continued)

defendant for judgment costs, showing amount, date, and fee book, and page no. Arr. chron. Hdw. 600 pp. 18 x 12 x 4. Clerk's off.

69. EXECUTION DOCKET, (CIRCUIT COURT), 1849--. 16 vols. (1-16).

Record of execution entry made by clerk on judgment of sale of real estate foreclosure, showing office returns, case no., names of parties interested, and date of judgment. No index. Hdw. 400 pp. 16 x 9 x 3. Clerk's off.

70. LIS PENDENS RECORD, 1877--. 6 vols. (1-6).

Record of writs issued by clerk to sheriff to execute sale of real estate by court order, showing sheriff's certificate of real estate sale, date, name of owner of property, description, and whether suits were on notes, real estate, or personal property. Indexed alph. by name of receivers. 1877-1932, hdw.; 1932--, typed. 400 pp. 18 x 16 x 3. Clerk's off.

71. SHERIFF CERTIFICATE OF SALE, 1831--. 24 boxes.

Certificates of real estate sales, showing date, amount, name of buyer, and description and location of property. Arr. chron. 12 x 6 x 20. Clerk's record rm.

For other records, see entry 128.

72. REDEMPTION RECORD, 1880-1901. 1 vol.

Record of affidavits and statements of redemption, showing certificates of entry of redemption, and description of real estate involved in estate under process of court. Arr. chron. Hdw. 450 pp. 20 x 14 x 3. Clerk's record rm.

Civil and Criminal Causes--Executions(continued)

73. SUPPORT DOCKET, 1912--. 2 vols. (1-2).

Record of cases now pending in court for non-support of minors and payments of support, showing date, plaintiff's and defendant's name; date received, from whom received, date and amount disbursed, judgment docket, and date order was mailed. Arr. chron. Hdw. 400 pp. 18 x 12 x 3. Clerk's off.

Probate Causes

74. PROBATE COURT PAPERS, 1823--. 2268 file boxes. (1-790; 1794-3272).

Guardian's reports, showing appraisements of real and personal property, bonds to sell real estate, date, name of guardians, and heirs, and value of property. Prior to 1900, no index; see also entry 89. 5 x 8 x 10. Clerk's record rm.

75. ORDER PAPERS (PROBATE,) 1821--. 700 file boxes.

Court orders, showing date filed, term of court, name of deceased, minor heirs, report of guardian, name of administrator, and sureties, and date received. Arr. alph. by name of defendant. 8 x 16 x 6. Clerk's record rm.

76. WILL RECORD, 1862--. 13 vols. (1-13).

Record of last will and testament of deceased persons, which have been probated, showing deposition of property, amount, and description of property. Indexed alph. by name of deceased. Hdw. 450 pp. 16 x 9 x 3. Clerk's off.

THE EFFECT OF THE 1964 AMERICAN MEDICAL ASSOCIATION RESOLUTION ON THE PRACTICE OF MEDICINE

The American Medical Association's (AMA) 1964 resolution on the practice of medicine, which was adopted by the House of Delegates at the annual meeting in May, has been widely discussed. The resolution, which was passed by a vote of 100 to 10, states that "the American Medical Association is opposed to the practice of medicine by anyone who is not a member of the American Medical Association." This resolution has been widely interpreted as a statement of opposition to the practice of medicine by non-physicians, and it has been widely discussed in the medical press and in the public press.

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Probate Causes(continued)

77. ADMINISTRATORS' BOND, OATHS, AND LETTERS, 1863--. 8 vols.
(1-8).

Record of administrator's bond and oath, showing administrator's name, amount of bond, name of estate, date sworn and notarized. Indexed alph. by name of applicant. Hdw. 500 pp. 18 x 10 x 4. 4 vols., 1863-1912, clerk's record rm.; 4 vols., 1912--, clerk's off.

78. ADMINISTRATOR'S ADDITIONAL BOND TO SELL REAL ESTATE, 1861--.
5 vols. (A-B, 1-3).

Record of additional bond posted to sell real estate, showing amount of bond posted, name of bonding company, amount, and affidavit of clerk. Indexed alph. by name of applicant. 1861-1903, hdw.; 1903--, typed. 500 pp. 20 x 14 x 4. Clerk's off.

79. ADMINISTRATORS AND GUARDIANS BONDS TO SELL REAL ESTATE(CIRCUIT COURT) 1863--. 5 vols. (1-5).

Record of bonds posted by administrator for proper litigation of estate, showing amount of bond, date, administrator's name, and name of deceased. Indexed alph. by name of administrator or guardian. Hdw. 450 pp. 18 x 10 x 3. Clerk's off.

80. ADMINISTRATOR AND GUARDIAN BOND, 1837--. 24 file boxes. (1-24).
Bonds posted to settle estates, showing name of applicant and sureties, amount of bond, and date of approval. Arr. chron. 14 x 9 x 9. Clerk's record rm.

81. INVENTORY RECORD, 1857--. 28 vols. (1-28).

Record of inventory or itemized list of property of deceased persons which

Probate Causes(continued)

is to be sold or otherwise disposed of, showing description, name of estates, and value. Indexed alph. by title of estate. Hdw. 400 pp. 16 x 10 x 3. Clerk's off.

82. INVENTORY RECORDS, 1821--. 1801 file boxes. (400-2200). Papers pertaining to the inventory of property, in the settlement of estates, showing name of deceased, description and appraised value of property, and amount of estate. Arr. alph. by name of estate. 12 x 6 x 6. Clerk's off.

83. SALES BILL RECORD, 1857--. 16 vols. (1-10, 2-6, 6). Record of the sale of personal property of estates, showing name of estate, article and purchaser, amount of sale, inventory no., total amount of sale. Arr. chron. Hdw. 200 pp. 12 x 8 x 1. Clerk's off.

84. INHERITANCE TAX REPORTS, 1913--. 12 file boxes (9-20). Reports of inheritance tax, showing date, cause no., name of deceased, name of heirs, and administrator that paid tax, amount of taxes discounted, interest, and total amount. Arr. alph. by name of payer. 6 x 12 x 20. Clerk's off.

For other record, see entry 152.

Court Proceedings

(See also entries 56-67, 94-98)

85. GENERAL ENTRY, CLAIM AND ALLOWANCE DOCKET, 1879--. 16 vols. (1-16). Title varies,

Record of case proceedings as to settlement of estates in probate court, showing claims filed on estates, action taken, estate no., name of estate,

Probate Causes--Court Proceeding(continued)

administrator's or executor's name, address, date of letters, date of death of deceased, date and amount of inventory, sales bill record, no. and page, and remarks. Indexed alph. by title of estate. Hdw. 450 pp. 16 x 9 x 3. Clerk's off.

86. GUARDIANSHIP DOCKET, 1870--. 10 vols. (2-11). . . .

Vol. 1, prior to 1870, missing. Title varies.

Record of guardian's financial statement and oath of faithful performance of duty, showing name of surety and party bonded, date filed, and amount of estate. Arr. chron. Hdw. 400 pp. 18 x 10 x 3. Clerk's off.

87. ADMINISTRATOR, EXECUTOR'S AND GUARDIAN'S DOCKET, PROBATE, 1834-1889. 5 vols. (1-5).

Record of settlement of estates by guardian, executor, or administrator, showing names of deceased, administrators, executors, guardians, wards, and sureties, amount of bond, and date of court proceedings. Indexed alph. by title of estate. Hdw. 300 pp. 20 x 16 x 3. Clerk's off.

88. ORDER BOOK, CIVIL AND (PROBATE), 1838--. 85 vols. (1-85).

Record of case orders, showing kind of case, case no., decree of court, costs, names of attorneys, and remarks. Indexed alph. by names of plaintiff and defendant. 1838-1908, hdw.; 1908--, typed. 600 pp. 18 x 12 x 24. Clerk's off.

89. GENERAL INDEX TO ORDER BOOKS, PROBATE, 1854--. 4 vols. (1-4).

Index to entry 88, showing case, page and book nos., and names of parties. Arr. alph. by names of defendant and plaintiff. Hdw. 600 pp. 18 x 14 x 4. Clerk's off.

Probate Causes--Court Proceedings(continued)

90. COMPLETE RECORD, PROBATE, 1821--. 30 vols. (A-G, 1-5, 18 vols. not numbered).

Record of all court proceedings, minutes and final decrees, showing names of parties, and case no. Indexed alph. by plaintiff and defendant name. Hdw. 550 pp. 18 x 13 x 3. Clerk's off.

Fees and Funds

91. REGISTER OF FEES AND FUNDS HELD IN TRUST, 1877--. 8 vols. (1-8).

Record of funds of estates held in trust by court, showing from whom received, date received, title of cause, disbursement date, and amount. Indexed alph. by name of minor. Hdw. 450 pp. 20 x 16 x 3. Clerk's record rm.

92. ACCOUNT CURRENT RECORD PROBATE, 1863--. 39 vols. (1-39).

Record of open probate accounts of receipts and disbursements on estates during process of litigation, showing reports of last will and testament of deceased, executor's report of receipts and disbursements, dates, and amounts. Indexed alph. by name of administrator. 1863-1906, hdw.; 1906--, typed. 600 pp. 20 x 14 x 4. Clerk's off.

Juvenile Causes

93. JUVENILE COURT PAPERS, 1909--. 9 file boxes. (23-31).

Papers pertaining to cases consisting of warrants of arrest and complaints, showing nature of complaint, name, trial date, and names of witnesses. No index. 8 x 16 x 6. Clerk's record rm.

The common pleas court was established by an act of 1852. (Acts 1852.) The judges were elected at regular elections for terms of four years. The inception date of this court in Randolph County is 1853. Because of the inadequacies of this court, it was abolished by an act of 1873. The jurisdiction was transferred to the circuit court. (Acts 1873, ch. 29, p. 87.) All of the records of this office are located in the courthouse unless otherwise stated.

The common pleas court had jurisdiction in matters relating to probate of wills; appointment of guardians of persons of unsound mind, and other legal disabilities; on matters relating to executors and administrators; civil matters from fifty to one thousand dollars except in cases of slander, libel, breach of marriage contract, action of official bond, or where the title of real estate shall be an issue; and criminal jurisdiction in cases which are not felonies and which are not triable by a justice of the peace. (Acts 1852.)

94. ISSUE DOCKET, 1854-73. 3 vols.

Record of cases in court, divorce, damage or estate claims, showing attorneys, parties, action on issue, jury, names of plaintiffs, defendants and witnesses, and remarks. Arr. chron. Hdw. 450 pp. 18 x 9 x 3. Clerk's record rm.

95. ORDER BOOK, COMMON PLEAS, 1852-73. 36 vols.

Record of orders given by court in disposition of cases, showing kind of case, date, names, no. of case, proceedings, and remarks. Arr. chron. Hdw. 650 pp. 13 x 16 x 3. Clerk's off.

96. COMPLETE RECORD- COMMON PLEAS, 1854-1873. 6 vols.

(A-F).

Record of complete proceedings of cases tried, showing names of parties, case or cause no., date, and remarks. Indexed alph. by plaintiff and defendant. Hdw. 300 pp. 18 x 13 x 3. Clerk's off.

97. EXECUTION DOCKET, 1851-73. 5 vols. (1-5).

Record of execution performed on orders given by court, sheriff's letters, amount of judgment, decree date, and names of parties. Indexed alph. by name of defendant. 1857-91, hdw.; 1891--, typed. 450 pp. 20 x 10 x 3. Clerk's off.

For other records, see entries 68-73, 120-128.

98. FEE BOOK-COMMON PLEAS, 1853-82. 4 vols. (A-D).

Record of all fees charged in court, showing term of court, names of plaintiff and defendant, fees, summons, file box no., and total costs. Indexed alph. by names of plaintiff and defendant. Hdw. 400pp. 18 x 13 x 3. Clerk's off.

The recorder is a constitutional officer elected for a four-year term. He is nominated in the primary and elected in the regular election, and is not eligible to hold office for more than eight years in any twelve-year period (Indiana Const., Art. 6, Sec. 2; 1 Rev. Stat. 1852; Acts 1901; Sec. 49-3201, Burns' Ind. Stat. Ann. 1933). The inception date of this office in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

It is the recorder's duty to enter upon the books of his office at the time they are executed, all satisfactions, cancellations, and assignments, of whatever kinds, attest the release of mortgages, leases, or other instruments required by law to be recorded, record every conveyance or other instrument entitled and required by law to be recorded, to keep special records of cemetery deeds, cemetery associations, farm names, chattel mortgages, and miscellaneous instruments. (1 Indiana Rev. Stat. 1852; Acts 1855, 1875 Special Session, 1905, 1913, 1919, 1925, 1927, and 1931; Sec. 49-3203 to 49-3235, Burns' Ind. Stat. Ann. 1933.)

Entry Books

99. ENTRY BOOK TO DEEDS AND MORTGAGES, 1858--. 22 vols., (1-21, 2).

Title varies.

Entries of deeds and mortgages, showing principals involved, description, and location of property, amount, fees, and time of recording. Arr. chron. Hdw. 300 pp. 16 x 12 x 3. Recorder's off.

For earlier record, see entry 100.

Deeds, Titles, and Grants

100. DEED RECORD, 1818--. 160 vols., (A-Z, 1-134).

Record of property transfers, showing date, grantor and grantee, description and location of property, and amount involved. Indexed alph. by name of grantor and grantee; see also entry 101. 1818-99, hdw.; 1899-- , typed. 600 pp. 16 x 10 x 4. Recorder's record rm.

101. GENERAL INDEX TO DEEDS- GRANTEE- GRANTOR, 1820--. 36 vols.,
(2 sets, 0-17).

Index to entry 100, showing names of principals, property involved, and record vol. and pp. Arr. alph. Hdw. 300 pp. 16 x 12 x 3. Recorders off.

102. SHERIFF'S DEED RECORD, 1927--. 1 vol.

Record of lands sold by sheriff under court orders, showing owner, description of property, location, amount to be realized, amount realized, purchaser. Indexed alph. by names of owner and purchaser. Typed. 575 pp. 18 x 16 x 3. Recorder's off.

For earlier record, see entry 100; for sales record, see entry 128.

103. CEMETERY DEED RECORD, 1925--. 1 vol.

Record of deeds given, conveying titles to cemetery burial lots, showing date, title of cemetery association, amount paid, location and description of lot, and signature of association president. Indexed alph. by name of purchaser. Typed. 600 pp. 18 x 16 x 3. Recorder's record rm.

For earlier record, see entry 100.

104. QUIET TITLE, 1911--. 1 vol.

Record of court decisions in suits involving titles to real estates,

Deeds, Titles, and Grants(continued)

showing names of principals to suit, description and location of real estate, court proceedings, court term, and decision of court. Indexed alph. by name of title holder. Typed. 550 pp. 18 x 16 x 3. Recorder's record rm.

For earlier record, see entry 100.

Mortgages and Releases
(See also entry 43)

Real Estate

105. MORTGAGE RECORD, 1833--. 116 vols., (1-89, A-Z, 2 vols., no. 1), Vols., 1, 16, 36, 43, and 83, subtitled, School Fund Mortgage Record.

Record of property mortgaged to secure payment of loan, also of school fund loans, showing names of mortgagor and mortgagee, location and description of property, amount and conditions of mortgage, signatures of principals and witnesses, date, and attest. Indexed alph. by names of mortgagors; see also entry 106. 1833-1901, hdw.; 1900--, typed. Vols., A-Z, condition poor. 500 pp. 18 x 14 x 3. Recorder's off.

For earlier record, see entry 100.

106. GENERAL INDEX TO MORTGAGES, 1847--. 25 vols., (2 sets, 1-12, and 1 vol. not numbered). One set subtitled, Mortgagor; one, Mortgagee.

General index to entry 105, showing mortgagor, mortgagee, description of property, and numbers of vols. and pp. Arr. alph. Hdw. 300 pp. 16 x 12 x 3. 1 vol, 1847-51, recorder's record rm.; 24 vols., 1847--, recorder's off.

Mortgages and Releases(continued)

Chattels

107. CHATTEL MORTGAGE MINUTE BOOK, 1935--. 1 vol.

Entry of mortgages on chattel property, showing date, names of mortgagor and mortgagee, itemized list and description of property, amount secured, rate of interest, life of mortgage. Indexed alph. by names of mortgagor and mortgagee. Typed. 600 pp. 16 x 12 x 3. Recorder's off.

For mortgages, see entry 108.

108. CHATTEL MORTGAGE PAPERS, 1935--. 8 file boxes, (A-H).

Original chattel mortgage papers, filed for record, showing date, names of mortgagor and mortgagee, description of property, amount secured by mortgage, terms of mortgage, signatures of principals, witnesses, and attest. Index, see entry 109. 12 x 14 x 3. Recorder's off.

For earlier records, see entry 110.

109. CHATTEL MORTGAGE INDEX, 1935--. 1 vol.

General index to entry 109, showing mortgagee, mortgagor, property affected, consideration, date of recording, date of release, file box. Arr. alph. by names of mortgagor and mortgagee. Hdw. 300 pp. 16 x 12 x 3. Recorder's off.

110. CHATTEL MORTGAGES RECORD, 1877--. 65 vols., (1-65).

Record of mortgages securing debts on chattel property, showing date, note, principals to mortgage, mortgage clause, description of goods, amount, signatures, witnesses, and attest. Indexed alph. by mortgagor^{slv} and mortgagee. 594 pp. 16 x 12 x 3. Recorder's record rm.

For earlier records, see entry 105; later records, see entry 108.

Mortgages and Releases(continued)

Releases111. MORTGAGE RELEASE RECORD, 1919¹--. 5 vols., (1-5).

Record of released and canceled mortgages, showing date, mortgagor, mortgagee, description, date and serial no. of mortgage, entry of satisfaction, and release, signatures, and attest. Indexed alph. by mortgagor and mortgagee. Typed. 578 pp. 18 x 16 x 3. Recorder's off.

112. SATISFACTION OF MORTGAGES, not dated. 1 vol.

Record of release of mortgages, including chattel, mechanics' liens, and farm mortgages, showing date, serial no. of mortgage, date of issuance, amount, interest rate, date of payment, signatures of mortgages, and attest. Arr. chron. Hdw. 200 pp. 16 x 9 x 1 $\frac{1}{2}$. Recorder's second rm.

Miscellaneous Records

113. MISCELLANEOUS RECORD, 1855---. 32 vols., (1-32).

Record of different types of documents, mechanics' liens, articles of agreement, soldiers' discharges, incorporations, and church organizations' elections, showing date of action, principal parties involved, considerations, and attest. Indexed alph. by names of principals. 1855-1905, hdw.; 1905---, typed. 580 pp. 10 x 12 x 3. Recorder's off.

114. DEPOSITORY OF PRIVATE PAPERS, 1923---. 4 file boxes.

Original valuable private documents in temporary keeping of the recorder, such as deeds, mortgages, contracts, and articles of agreements. Arr. alph. 12 x 14 x 3. Recorder's off.

115. RECEIPT BOOK, 1912---. 5 vols., (4-8). Vols. 1-3, prior to 1912, missing.

Record of delivery or release of documents in custody of recorder,

Miscellaneous Records(continued)

showing date, kind and nature of instrument, by whom released, to whom intrusted, to whom returned, date, and name and address of person returning same. No index. Hdw. 600 pp. 18 x 14 x 3. Recorder's off.

116. ENLISTMENT RECORD, 1866--. 2 vols., (2, and 1 vol. not numbered). Variation, Soldier's Discharge Record.

Record of sworn statements of enlistments and discharges of soldiers since the Civil War, showing date of enlistment, age, birthplace, physical description, service record, company and regiment, rank, date, place of discharge, and oath of identity. Indexed alph. by names of veterans. Hdw. 580 pp. 16 x 14 x 3. Recorder's off.

For other records, see entries 12, 44.

117. RECORD OF MECHANICS' LIENS, 1853-90. 1 vol.

Record of liens filed to secure unpaid claims for labor and materials, showing date, amount, name of parties concerned, and description of property. Indexed alph. by claimant. Hdw. 423 pp. 9 x 14 x 2. Recorder's off.

For later record, see entry 113.

Fee and Cash Books

118. CASH BOOK-FEE AND CASH BOOK, 1901--. 14 vols., (1-14).

Record of fees paid into recorder's office, showing date received, payer, transfer, highway and license fees. No index. Hdw. 500 pp. 16 x 12 x 3.

Recorder's record rm.

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Plat Books

119. PLAT BOOKS, 1833-- . 2 vols.

Drawings and descriptive texts of county plats, showing original plats, additions, divisions, and subdivisions of lands, size or acreage, and names of owners. Indexed alph. by name of property owner. Hdw. 200 pp. 24 x 24 x 2. Recorder's office.

The sheriff is a constitutional officer chosen for a four-year period and is not eligible to hold office more than four years in any period of six years. He is a political officer, nominated by primary and elected in the regular election. He must give bond for five thousand dollars. (2 Indiana Rev. Stat. 1852; Sec. 49-2801, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

The sheriff arrests without process all persons who, within his view, commit any crime or misdemeanor, delivers them before a justice of the peace of Randolph County and holds them in his custody until the cause of such arrest has been investigated; pursues and commits to jail all felons; and executes all process directed to him by legal authority. It is also his duty to protect persons in danger from mobs and possible lynchings. (2 Indiana Rev. Stat., 1852; Sec. 49-2802 to 49-2808, Burns' Ind. Stat. Ann. 1933.)

Executions and Reports
(See also entries 68-73,97)

120. SHERIFF EXECUTION DOCKET, 1871--. 9 vols. (1-2, and 7 vols. not numbered).

Record of serving court orders issued to sheriff on judgments, showing notices, and place of posting, names of parties, date of issue, kind of writ, and amount of damages. Arr. chron. H&W: 450 pp. 16 x 12 x 3. 7 vols., 1871-1904, basement stg. rm., 2 vols., 1904--, sheriff's off.

Executions and Reports(continued)

121. SHERIFF STATE DOCKET, 1871--. 9 vols. (A-F, and 1-3).

Record of executions, State vs. defendants, showing names of attorneys, names of parties to action, name of jurors, witnesses, and fees. Arr. canon. Hdw. 350 pp. 16 x 10 x 3. 6 vols., 1871-1901, basement stg. rm.; 3 vols., 1901--. Sheriff's off.

122. SHERIFF'S DOCKET, CIVIL, 1872--. 16 vols. (1-6, and 10 vols. not numbered).

Record of executions, writs served, and fees charged, showing sheriff's proceedings in civil cases, petitions for guardians, adoption, demand, divorce, wills, mechanics' liens, attorneys, names of parties in action, of plaintiff, defendant, and witnesses, and miscellaneous. No index. Hdw. 10 vols., 1872-1902, basement stg. rm.; 6 vols., 1902--, sheriff's off.

123. SHERIFF (PROBATE) DOCKET, 1861--. 11 vols. (1-7; 4 vols. not numbered).

Record of court writs, and costs served by sheriff for court docket, showing names of parties to action, returnable date, names of jurors, of witnesses, and fees. Indexed alph. by name of defendants. Hdw. 500 pp. 16 x 12 x 3. 4 vols., 1861-97, basement; 7 vols., 1897--. Sheriff's off.

124. JUROR DOCKET (VENIRE), 1873--. 8 vols. (1-2; 6 vols. not numbered).

Record of parties called for jury service, showing name, date, age, address, days' of service, amounts received, and remarks. Arr. canon. Hdw. 350 pp. 14 x 10 x 3. 6 vols., 1873-1920, basement; 2 vols., 1920--, sheriff's off.

Executions and Reports(continued)

125. JUROR'S REGISTER AND TIME BOOK, 1880--. 6 vols. (1-2, 4 vols. not numbered).

Record of persons in jury service, showing no. of case, title of case, name of jurors, no. of days, no. of meals, amounts, date, total fees, and remarks. Arr. chron. Hdw. 400 pp. 16 x 10 x 3. Sheriff's off.

126. JAIL REGISTER, 1874--. 6 vols.

Record of jail prisoners, showing names, age, nativity, charge, by whom delivered, from where, date committed, date discharged, prison term, costs, and remarks. Arr. chron. Hdw. 600 pp. 20 x 14 x 3. Sheriff's off.

127. TERM WARRANTS UNSERVED, 1906--. 6 file boxes.

Bench warrants issued by circuit court for arrests of persons failing to appear, showing name of party, date to appear, charges, and remarks. Arr. chron. 10 x 9 x 9. Sheriff's off.

128. CERTIFICATE OF SALE, 1901--. 2 file boxes.

Certificates of sale of property sold by court order, showing date of certificate, judgment date and amount, costs, total, notice and date of sale. Arr. chron. 10 x 9 x 9. Sheriff's off.

For other records, see entry 71.

Fee and Cash Records

129. SHERIFF CASH BOOK, 1862--. 16 vols. (1-9, A-G) Variations, Sheriff Register of Fees.

Record of all fees paid to sheriff, and mileage allowed, showing no., title or cause of matter, court, nature and date of service, amount of fees taxed, and memoranda. No index. Hdw. 400 pp. 16 x 14 x 3. 14 vols., 1862-1931, basement stg. rm., 2 vols., 1931--, sheriff's off.

Fee and Cash Records(continued)

130. SHERIFF FOREIGN FEE BOOK, 1873--. 7 vols.

Record of sheriff's fees in securing writs for other counties, name of county fees due, nature of writ, date served, and returned, and amount of fees. Arr. chron. Hdw. 450 pp. 16 x 10 x 3. 5 vols., 1873-1902, basement stg. rm.; 2 vols., 1902--, sheriff's off.

131. MILEAGE RECORD, 1901--. 3 file boxes.

Record of mileage charges in serving court writs, showing title of cause, to whom papers served, and number of miles. Arr. chron. 10 x 9 x 9. Sheriff's off.

Maps

132. RANDOLPH COUNTY, 1918. 1 map.

Political map, showing sec., twps., ranges, railroad, highways, and condition of roads. Cheney and Bachelor, Winchester, Ind., Printed. No scale given. 48 x 48. Sheriff's off.

IX CORONER

The office of coroner was created by the Constitution of Indiana. He is elected at the regular election and serves a term of two years. There is no prohibition as to the number of times he can be re-elected. The coroner is required to post a five thousand dollar bond to insure the faithful performance of his duties. (Indiana Const. 1851, Art. 6, Sec. 2.) The office of coroner was in existence before 1851 by virtue of the Constitution of 1816. The inception date of this office in Randolph County is 1816. All of the records of this office are located in the courthouse unless otherwise stated.

The coroner is required to investigate violent deaths and deaths by suspicious means. He performs the duties of the sheriff when the sheriff is absent or otherwise incapacitated from serving. (2 Indiana Rev. Stat. 1852; Acts 1871, 1870 special session, and 1933; Sec. 49-2901 to 49-2915, Burns' Ind. Stat. 1933.)

133. CORONER INQUEST RECORD, 1851--. 10 vols.

Record of inquests, showing name, age, sex, cause of death, and remarks. No index. Hdw. 300 pp. 18 x 14 x 3. 3 vols., 1918-20, coroner's off., Davis Bldg., Winchester, Ind.; C.C., 7 vols., 1851-1917, auditor's off.

The auditor is a constitutional officer, elected for a four-year term, and entitled to hold office for not more than eight years in any period of twelve. The auditor is required to post bond in the amount of ten thousand dollars. (Indiana Const., Art., 6, Sec. 2; Sec. 49-3003, Burns' Ind. Stat. Ann. 1933.). The inception date of this office in Randolph County is 1841. All records are in the courthouse.

The auditor is the clerk of the Board of Commissioners. He preserves the documents, books, records, maps, and papers deposited in his office; examines and settles all accounts and demands chargeable against Randolph County; keeps an account current with the treasurer; acknowledges deeds and mortgages executed for the security of trust funds; issues pension certificates; institutes suits on behalf of trust funds; files records of poor relief and reports of charity cases; approves bonds of township trustees; advertises and sells bonds; delivers election supplies to election inspectors; prepares tax duplicates; verifies tax rates; issue tax deeds; acts as custodian of school funds; and accepts bequests for cemeteries. (1 Indiana Rev. Stat. 1852; Acts 1879; Secs. 49-3004 to 49-3018, Burns' Ind. Stat. Ann. 1933.)

Receipts and Disbursements

134. AUDITOR'S LEDGER OF RECEIPTS, APPROPRIATIONS AND DISBURSEMENTS 1887--. 3 vols.

Record of county funds, showing amount posted, date, no. of warrant, amount of overdraft, and balance of each account. No index. Hdw. 450 pp.
20 x 14 x 4. Auditor's off.

Receipts and Disbursements(continued)

135. WARRANT RECORDS, 1929--. 2 file boxes. (141- 142).

Record of warrants, issued by auditor to county treasurer, showing to whom drawn, what account, appropriation no., date redeemed, and amount paid.

No index. 18 x 12 x 4. Auditor's off.

136. REGISTER OF FEES 1862--. 7 vols. (1-5, 2 vols. not numbered).

Record of itemized fees, showing date received, from whom, transfer, highway, license, road contracts, tax deeds, and total collected. No index.

Hdw. 450 pp. 18 x 12 x 4. Auditor's off.

137. AUDITOR'S VENUE RECORD, 1897--. 2 vols. (1-2).

Record of change of venue to adjoining counties, showing cost, amount due various counties, names of parties, date of filing, and surety bonds, no and title of cause. No index. Hdw. 400 pp. 18 x 10 x 3. Auditor's off.

For other records, see entry 47.

138. REGISTER OF ADVANCES, 1867-1913. 3 vols. (1-3).

Record of all advances made to various county offices, showing date, to whom, amount, warrant no., and nature of claim. No index. Hdw. 500 pp.

18 x 12 x 3 $\frac{1}{2}$. Auditor's off.

Taxes

Appraisement Records

139. TRANSFER BOOK, 1907---. 135 vols.

Record of property title transferred, showing date, grantor to grantee,

Taxes- Appraisement Records(continued)

description of property, names of towns, value, kind of deed, and date of transfer. Indexed alph. by name of owner. Hdw. 400 pp. 18 x 15 x 2. Auditor's off.

140. ABSTRACTS- PAPERS, 1853--. 10 file boxes. (127-136).

Record of abstracts and deeds, showing date of issue, transfer, record and file no. of page, and record. No index. 18 x 12 x 4. Auditor's off.

141. ASSESSOR'S BOOK, 1837-1932. 1170 vols.

Record of assessments of real and personal property, showing date, owner, description, twp., range, addition, acres, lot, and remarks. No index. Hdw. 50 pp. 16 x 11 x $\frac{1}{2}$. 12 vols., assessor's off.; 1158 vols., basement.

Returns

142. RECORD OF MORTGAGE EXEMPTIONS, 1851--. 12 vols. (A-J, 1-2).

Record of mortgage exemptions, showing date, number, mortgagor, mortgagee, twp., amount of exemptions with notary seal attached. Indexed alph. by name of mortgagor. Hdw. 500 pp. 16 x 11 x 3. 10 vols., 1851-99, basement.; 2 vols., 1915--, auditor's off.

143. SOLDIER'S EXEMPTIONS, 1911--. 36 vols.

Record of an act providing certain taxable exemptions of property owned by soldiers, showing date, name, amount of service, exemptions, rank, date of discharge, and remarks. No index. Hdw. 200 pp. 9 x 7 x $1\frac{1}{2}$. 6 vols., 1931--, assessor's off.; 30 vols., 1911-31, basement.

Taxes(continued)

Lists

144. ASSESSMENT LIST- REAL ESTATE, 1837-1932. 1242 vols.

Record of real estate assessments, showing date, owner, description, appraisal, twps., range, sections, additions, lots, amount of assessment, and remarks. Arr. chron. Hdw. 500 pp. 9 x 14 x 2. 120 vols., 1926-32, assessor's off.; 1122 vols., 1837-1925, basement.

145. ASSESSMENT LIST- PERSONAL PROPERTY, 1837--. 964 vols.

Record of personal property assessments, showing date, name, address, kind of property, description, appraisal, amount of assessment, and remarks.

Indexed alph. by name of owner, and grouped by twps. or corporations.

Hdw. 500 pp. 9 x 14 x 3. 36 vols., assessor's off.; 928 vols., 1837-1932, basement.

Delinquent

146. REGISTER OF DELINQUENT LAND AND LOTS, 1865--. 8 vols. (1-4, 4 vols. not numbered).

Record of delinquent taxes, on land and lots, showing date, name of owner, description, location, section, quarter, twp., range, acres, block no., lot no., value, amount of delinquency, interest, penalty, and remarks. Arr. chron. Hdw. 320 pp. 18 x 14 x 4. 1 vol. 1932--, auditor's off. 7 vols., 1865-1931, basement.

Maps

147. RANDOLPH COUNTY, 1897. 1 map.

Political and communications map, showing townships, sections, range,

Maps(continued)

highways, railways, and drainage. Published by Indianapolis Map Co., Indianapolis, Ind. Blueprint. Scale; 1" to 8 miles. 48 x 48. Auditor's off.

148. RANDOLPH COUNTY, 1898. 1 map.

Physical and communications map, showing rivers, creeks, highways, roads, and railways. Blueprint. Scale; 1" to 12 miles. 26 $\frac{1}{2}$ x 24 $\frac{1}{2}$. Auditor's off.

149. WINCHESTER, 1902. 1 map.

Political map, showing wards, and precincts. Printed. Scale; 1" to 300 feet. 36 x 36. Auditor's off.

150. UNION CITY, INDIANA, 1902. 1 map.

Political map, showing wards, and precincts. Printed. Scale; 1" to 300 feet. 36 x 36. Auditor's off.

The office of county assessor was created by an Act of 1891. *He is* nominated in the primary and elected at the regular election for a four-year term, there being no prohibition against successive terms in office. Qualifications are established by law; he must have been a continuous freeholder of Randolph County for not less than four years prior to the date of his election, and he must provide a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. The inception date of this office in Randolph County is 1891. All of the records of this office are located in the courthouse unless otherwise stated.

His duties are to assess omitted real and personal property and inheritances, to appraise each school plant, to instruct the township assessors, to carry out the orders of the State tax board, and to act as president of Randolph County board of review. The statutes direct that he shall be subject to the orders and directions of the State board of tax commissioners. (Acts 1891, 1919; Sec. 64-1102, Burns' Ind. Stat. Ann. 1933.)

151. SCHEDULE OF PERSONAL PROPERTY, INTANGIBLE, 1933--. 1 file box.

Intangible tax schedule, sworn on oath, showing date, name, address, twp., corporation, and occupation, promissary notes, bonds, and debenture, judgments, bill of sales, and conditional sales contracts. No index. 18 x 12 x 6. Assessor's off.

152. INHERITANCE TAX, 1936. 4 file boxes.

Inheritance tax schedule affidavit, showing date, name of affiant, address, administrator, attorney, trustees, or heirs, and appraisement. No index. 18 x 12 x 6. Assessor's off.

For other records, see entry 84.

Maps

153. RANDOLPH COUNTY, 1894. 1 map.

Political and geological map, showing sec. lines, railways, and geological survey. Published by Indianapolis Map Company, Indianapolis, Indiana. Printed, black and white. Scale not given. 44 x 44. Assessor's off.

Randolph County has an annual board for the review of assessments and the equalization of the valuation of real and personal property. The board is composed of the assessor, treasurer, auditor, and two freeholders of opposite political parties, appointed by the judge of the circuit court. The assessor is the president and the auditor is the secretary of the board. (Acts 1919; Sec. 64-1201, 64-1205, Burns' Ind. Stat. Ann.) The inception date of this board in Randolph County is 1891. All of the records of this board are located in the courthouse unless otherwise stated.

From 1881 to 1891 the duties of reviewing and equalizing tax assessments were performed by a county board of equalization consisting of the county commissioners and four freeholders appointed by the circuit judge. (Acts 1881, Ch. 96. p. 611.) The law of 1891 superseded this act and created the county board of review, composed of the treasurer, assessor, and auditor. (Acts 1891). The Act of 1919 re-established the board, adding the two freeholder appointments to the membership.

It is the duty of the board to make changes in the valuation of the property in the township or any taxing unit within the township, and to determine the rate per cent to be added or deducted in order to make an equitable equalization of taxes throughout the county. The board also has the power, in proper cases, to correct the valuation of any particular tract or lot. (Acts 1919, Ibid.)

If the board shall find the aggregate assessment too high or too low or unequal, it may set aside the assessment of the whole county, or township, or taxing unit therein, and order a new assessment (Acts 1919. Ibid.).

154. RECORD OF COUNTY BOARD OF REVIEW, 1891-- . 2 vols.

Record of tax complaints for adjustment by the board of review, showing date, name, assessments, valuation, and remarks. No index.

Hdw. 600 pp. 13 x 12 x 3 $\frac{1}{2}$. Auditor's off.

The board of tax adjustment of Randolph County consists of one member of the county council selected by the council, and six members appointed by the judge of the circuit court. The appointees must have the following qualifications; one shall be a township trustee; one shall be a mayor or president of the board of trustees of an incorporated town; one shall be a member of the city board of education; and three shall be resident freeholders of the county at large, not holding any public office. No more than four of the members of the board shall belong to the same political party. (Acts 1933; Sec. 64-304, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Randolph County is 1933. All of the records of this board are located in the courthouse unless otherwise stated.

It is the duty of the board to examine, and if it deems necessary, revise, change, or reduce, but not increase, any tax levy and any corresponding items of the budget on which the tax levies are based, and apportion the total of all of the levies so that the total levy on property within any municipal corporation for which the property therein is taxable, shall not exceed the total rate as provided by law. (Ibid.).

165. RECORD, 1933--. 2 vols.

Record of reconsideration in appraisal of property, real and personal, showing date, name of owner, location, and appropriate action by the board. Arr. Canon. Hdw. 320 pp. 18 x 14 x 3. Auditor's off.

The board of Randolph County commissioners constitutes the board of finance. The auditor acts as secretary. The board may sue and be sued in its name whenever necessary to accomplish the purposes intended by its creation. The inception date of this board in Randolph County is 1907. All of the records of this board are located in the courthouse unless otherwise stated.

The board of finance has charge of and controls the funds of Randolph County (Acts 1907; Sec. 61-606, 61-607, Burns' Ind. Stat. Ann. 1933).

The board of finance selects the depository for county funds. It approves the purchase of U. S. Government bonds or other interest-bearing obligations of the U. S. Government. It invites proposals to receive public funds on deposit, receives proposals, and creates and revokes depositories. (Acts 1907, 1909, 1931; Sec. 61-610 to 61-613, Burns' Ind. Stat. Ann. 1933.)

The General Assembly of 1935 repealed the act establishing this board, and in the same session in the "Depository Act of 1935," re-established the board of finance practically unaltered (Acts 1936; Sec. 61-606, 61-628, 61-631 to 61-639, Burns' Ind. Stat. Ann. 1933).

156. RECORD OF COUNTY BOARD OF FINANCE, 1909--. 3 vols. (1-3). Record of board meeting in which depositories make their reports, showing date, balance on hand, amount of principal, interest, and remarks. Indexed alph. by depository. Typed. 450 pp. 20 x 14 x 4. Auditor's off.

The treasurer is a constitutional officer elected for a term of two years and is not eligible to serve more than four years in any period of six years. He is nominated in the primary and elected in the regular election. He is required to execute his official bond of not less than the amount of money which may come into his hands at any time during the term. (Indiana Const. Art. 6, Sec. 1, Sec. 49-3101, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Randolph County is 1818.

The treasurer receives all money coming to Randolph County and disburses the same on the proper orders. He keeps fee books and cash books and makes quarterly reports to the auditor. At the expiration of his term of office he gives a sworn statement to the auditor showing specifically the amount of fees collected, and deposits with the auditor all orders redeemed. He makes a monthly statement to the treasurer of State, collects property and poll taxes and State license fees, and diverts to the State the proceeds from the sale of estates when the heirs are unknown. (Indiana Const., Art. 6, Sec. 1; 1 Indiana Rev. Stat. 1852; Acts 1853; Secs. 49-3103 to 49-3317, Burns' Ind. Stat. Ann. 1933.)

Tax Collections

157. TAX DUPLICATE AND DELINQUENT LIST, 1841-- . 363 vols.

Record of tax assessments, collection or delinquency, showing names of owners, value, improvements, value of personal property, amount current tax, delinquent tax, exemptions, sale of tax, and net amounts. Arr. alph. by

Tax Collections(continued)

twps. 1841-1918, hdw., 1919-- , typed. 450 pp. 19 x 23 x 4. 285 vols., 1841-1902, basement store rm.; 53 vols., 1902-1920, treasurer's record rm.; 25 vols., 1921-- . Treasurer's off.

158. REGISTER OF TAXES COLLECTED, 1919-- . 10 vols.

Record of taxes collected, both real and personal, showing date, tax duplicate no., total tax collected, current and delinquent tax, insolvent tax, special assessments, advertising, and surplus tax. Arr. alph. by twp. Hdw. 400 pp. 18 x 14 x 4. 5 vols., 1919-1929, basement rm.; 3 vols., 1930-1934, record rm.; 2 vols., 1935-- , Treasurer's off.

159. REGISTER OF DELINQUENT TAXES COLLECTED, 1867-- . 9 vols.

Record of delinquent taxes received, showing date of receipts, no. of receipt, taxpayer, on what account paid, amount paid to State, county roads, and schools, and total amount paid. Arr. alph. by twps., sections, and range. Hdw. 350 pp. 16 x 12 x 3. 3 vols., 1867-1897, basement; 6 vols., 1898-- , treasurer's off.

160. CERTIFICATE OF ERROR, 1904-- . 6 file boxes. (S-X).

Certificates of auditor's tax errors, showing double taxation, erroneous charges on real estate and personal assessments, and property rolls.

Arr. chron. 24 x 9 x 9. Treasurer's off.

161. INSOLVENT RECORDS, 1851-- . 12 vols. (1-5, 6-8, 4 vols.

not numbered).

Record of taxes not collectable, showing taxpayer, years taxes overdue, amount of taxes, reason for noncollection, description, no. of poll, no. of half poll, amount delinquent, half or whole year, amount of

Tax Collections(continued)

delinquent tax dropped from rolls, and dates taxes restored to current duplicates. Arr. alph. by taxpayer. Hdw. on printed form. 400 pp. 18 x 12 x 4. 4 vols., 1851-97, basement; 5 vols., 1797-1926, record rm.; 3 vols., 1927--, treasurer's off.

Public Improvements

162. TREASURER'S GRAVEL ROAD DUPLICATE, 1883-1903. 7 vols.

Record of land and lots taxed for road improvements, showing section, twps., range, tax roll, year, and amount. Hdw. on printed form. 400 pp. 18 x 14 x 4. 6 vols., 1883-1902, basement; 1 vol., 1901-03, treasurer's off.

163. DITCH DUPLICATE PAPERS, 1881--. 4 file boxes.

Duplicate papers of taxes collected for the repair and construction of ditches, showing names of land owners, description of land, amount assessed, penalty, interest, total, and date of payment. Arr. alph. by land owner. 18 x 12 x 6. Treasurer's off.

164. THRUWAY TAX DUPLICATE, 1869-1903. 8 vols.

Record of amount of taxes paid by installments, showing name of owners, description of lands, location, names of towns, first and second installment, date, and remarks. Arr. chron. Hdw. 425 pp. 18 x 13 x 4. 6 vols., 1869-1902, basement; 2 vols., 1901-03; treasurer's off.

165. BALANCE RECORD- GRAVEL ROADS AND DITCH, 1907-14. 2 vols. (1-2).

Record of receipts and disbursements of funds allotted for free gravel roads, showing from whom received, total received, kind of fund, disbursed to

Public Improvement: (continued)

and from, total, balance, and overdrawn amounts. Arr. Chron. Hdw.
297 pp. 20 x 14 x 2. Basement.

166. GRAVEL ROAD PAPERS, 1901-32. 2 file boxes.

Road contract papers, showing nature of contract, date, amount, name and address of contractor, to whom paid, date of payment, warrant no., amount paid on contract, and total. Arr. chron. 18 x 12 x 8. Treasurer's off.

Receipts and Disbursements

167. DAILY BALANCE SHEETS, 1901--. 8 file boxes. (K-R).

Report of receipts and cash on hand at close of day, showing receipts, classification, amount of current delinquent taxes, and amount of days deposits. Arr. chron. 24 x 9 x 9. Treasurer's off.

168. DAILY BALANCE AND CASH BOOK, 1908--. 10 vols.

Record of daily cash receipts, showing depository accounts, summary of cash at close of day, dates, and amounts of receipts. No index. Hdw. on printed form. 400 pp. 20 x 14 x 3. 1 vol., 1908-10, basement;; 9 vols., 1911--, treasurer's off.

169. TREASURER'S CASH BOOK, 1871-1924. 31 vols.

Record of cash received from taxes and other sources, showing date, from whom received, no. of receipt, delinquent tax, school fund interest, redemption, and principal. No index. Hdw. 400 pp. 18 x 14 x 4. 29 vols., 1871-1923, basement rm.; 2 vols., 1920-1924, treasurer's off.

Receipts and disbursements(continued)

170. RECEIPTS OF SCHOOL FUND INTEREST, 1909--. 3 vols.

Record of interest from school fund loans, showing date, to whom loan was made, amount, maturity date, interest, principal, description of property, and kind of loan. Arr. chron. Hdw. on printed form. 400 pp. 18 x 14 x 4. Treasurer's off.

171. DEPOSITS AND WITHDRAWALS OF PUBLIC FUNDS, 1897--.

8 vols. (1-8).

Record of deposits and withdrawals of county funds, showing from what fund received, to what fund charged, total deposits and withdrawals. Arr. chron. Hdw. 300 pp. 18 x 12 x 3. 7 vols., 1897-1934, basement; 1 vol., 1934--, treasurer's off.

172. DISBURSEMENT RECORD, 1895--. 5 vols. (1-5).

Record of funds disbursed, showing salaries, highway improvements, poor relief, expenditures, line no., duplicate no., name of delinquents, description of property delinquent by sec. twp., range, value of real and personal property, and net total. Arr. chron. Hdw. on printed form. 250 pp. 20 x 16 x 3. Treasurer's off.

173. REGISTER OF WARRANTS BY DEPOSITORIES, 1901--. 8 vols./

Record of warrants of deposits, showing kind of warrant, date, and warrant no. No index. Hdw. on printed form. 400 pp. 18 x 14 x 4. Treasurer's off.

174. WARRANT OF DEPOSITORIES-PAPERS, 1893--. 10 file boxes. (A-J).

Warrants and balances of deposits, showing date presented, name of depository, warrant no., date, and appropriation charged to. Arr. chron. 24 x 9 x 9. Treasurer's off.

By an act of 1873, a county board of education was created. The board is comprised of the county superintendent of schools, the township trustees of the county, and chairman of the school trustees of each city and town of the county. The inception date of this board in Randolph County is 1873. All of the records of this board are located in the courthouse unless otherwise stated.

The duties of the board shall be to consider the general wants and needs of the school and matters relating to purchase of school furniture, books, maps, charts, etc. (Acts 1873; Sec. 28-801, Burns' Ind. Stat. Ann. 1933).

175. RECORD OF BOARD OF EDUCATION, 1861--. 18 vols. (1-18). Minutes of meetings of board of education, showing increase and decrease in pupils attendance, mental rating in twp., urban, and rural communities. No index. Hdw. 400 pp. 18 x 10 x 3. School superintendent's off.

In 1873, by legislative enactment, the office of county superintendent of schools was created. This officer is elected by the township trustees and serves for a term of four years. The candidate must have had five years of successful experience as a teacher in the public schools, and at the time of his election he must hold a superintendent's license. He must give bond for five thousand dollars. (Acts 1873; Sec. 28-702, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Randolph County is 1873. All of the records of this office are located in the courthouse unless otherwise stated.

The superintendent exercises general supervision of the schools of Randolph County. He visits schools while they are in session, conducts teacher's institutes, and calls meetings of teachers of Randolph County schools once each month in the school year. He makes out the basis of apportionment of school revenues from the enumeration. He presides over the county board of education and receives applications for school aid relief. (Acts 1933; Secs. 28-901 to 28-911, Burns' Ind. Stat. Ann. 1933.)

Activities and Reports

176. DISTRIBUTION OF SCHOOL REVENUE, 1920--. 1 file box.
Report of auditor to school superintendent on school revenue, showing distribution of allotments to each town or twp. from each levy, and total amounts. Arr. chron. 10 x 6 x 9. School superintendent's off.

Activities and Reports(continued)

177. SUPERINTENDENT'S VISITING RECORDS-SUCCESS GRADES,
1857--. 9 vols. (1-9).

Record of teacher's success grades, showing score of each point for personality, preparation, teaching technique, achievement, management, cooperation, professional attitude, extension work, and total score. Arr. alph. by names of teachers and schools. Hdw. 250 pp. 16 x 9 x 2. School superintendent's office.

Teachers

178. RECORD OF COMMON SCHOOL TEACHER'S EXAMINATIONS,
1856--. 4 file boxes.

Record of examinations of grade school teachers, showing date of examinations, names of teachers, address, age, grade of examinations, and length of time license issued. Arr. chron. 10 x 6 x 9. School superintendent's off.

179. STANDARD INDIANA TEACHER'S RECORD, 1890--. 5 file boxes.
Record of teacher's qualifications, showing teacher's name, address, kind of certificate, grade, date issued, date of expiration, serial no., subjects taught, years experience, success grades, training, and institution. Arr. chron. 10 x 6 x 9. School superintendent's off.

Activities and Reports(continued)

Pupils

180. TEACHER'S REPORT OF AGGREGATE ATTENDANCE OF PUPILS,

1857--. 16 vols. (1-16).

Teachers attendance and grade reports of pupils, showing name of school, name of teachers, daily report of classes, listing number of pupils absent, tardy, and progress of pupils. Arr. alph. by school terms. Hdw. 400 pp. 16 x 10 x 3. School superintendent's off.

181. TEACHER'S REPORT TO SUPERINTENDENT OF PUBLIC SCHOOLS,

1924--. 1 file box.

Teacher's attendance and grade reports of pupils, showing name of school, name of teacher, pupils, daily report of classes, time absent or tardy, and grades of pupils. Arr. chron. 10 x 6 x 9. School superintendent's off.

By legislative enactment in 1891, the office of health commissioner was created. This officer is elected by the county commissioners to serve for a term of four years. The inception date of the records of this county is 1882. From 1882 until 1901 records were kept by the county board of health, composed of the township trustees, a mayor, common council of each city in the county, and board of county commissioners. After the establishment of the health commissioners the board was abolished. All of the records of this office are located in the courthouse unless otherwise stated.

It is his duty to safeguard the health and to promote sanitary systems for the citizens of the county. He is also required to study and check contagious diseases in the various communities, wherever and whenever possible, and advise and counsel various persons interested in the control of diseases. He is required to maintain records of births, deaths, marriages, make dairy inspections, food inspections, and hold regular examinations of pupils in the various schools of Randolph County at regular intervals. (Acts 189; Sec. 35-108, Burns' Ind. Stat. Ann. 1933.)

182. BIRTH RECORD, 1882--. 22 vols. (1-21, 1 vol. not numbered). Record of births in county, showing name of parents, family history, nationality, sex, date of birth, weight, and remarks. Arr. alph. by surnames of parents. Hdw. 100 pp. 18 x 12 x 1. 1 vol., 1933--. Dr. Spitler's residence, Saratoga, Ind., C.C., 1 vol., 1882-1933, commissioners' off.

For other records, see entry 36.

183. RECORD OF MARRIAGES, 1889--. 19 vols. (2-19, and 1 vol. not numbered).

Record of marriages, showing detail history of parties, date, names, ages, nationality, occupation, and family history. Arr. alph. by names of grooms. Hdw. 212 pp. 18 x 12 x 1. 1 vol., 1936--. Dr. Spitler's off. 18 vols., 1889-1934. Commissioner's off.

For other records, see entries 23-25.

184. RECORD OF DANGEROUS DISEASES, 1882--. 6 vols. (1-5, and 1 vol. not numbered).

Record of patients quarantined with contagious diseases, showing name of family, patient, age, sex, color, address, name, address of reporter, and date recorded. Arr. alph. by surname of patient. Hdw. 100 pp. 18 x 12 x 1. 1 vol., 1920--. Dr. Spitler's off. Saratoga, Ind. C.C., 5 vols., 1882-1908. Commissioner's off.

185. RECORD OF DEATHS, RECORD OF RETURN OF DEATHS, 1882--. 18 vols. (1-17, and 1 vol. not numbered).

Record of deaths, showing personal and statistical data, medical certificates of deaths, names, ages, sex, nativity, family history, cause of death, nationality, date, and remarks. Arr. alph. by surname of deceased. Hdw. 200 pp. 18 x 12 x 1. 1 vol., 1935--. Dr. Spitler's off. Saratoga, Ind. C.C., 17 vols., 1882--. Commissioner's off.

For other records, see entry 37.

186. INDEX TO RECORD OF DEATHS, not dated. 1 vol.

Record listing death entries, showing name, age, sex, nationality, cause of death, and family history. Arr. alph. by surname of deceased. Hdw. 600 pp. 16 x 12 x 2. Commissioner's off.

County Nurse Reports

187. REGISTER (OF VISITS), 1916--. 2 vols.

Record of all work performed, showing date, name of patient, no. of calls, material used, and nature of case. Arr. chron. Hdw. 300 pp. 14 x 12 x 3. County nurse's off.

188. TUBERCULAR RECORDS, 1916--. 8 file boxes.

Record of tuberculars, showing date, names of affected, cause, treatments, attending physician, admission to State hospital, and date of release. Arr. alph. by name of patient. 12 x 16 x 20. County nurse's off.

189. VENEREAL PAPERS, 1916--. 4 file boxes.

Record of venereal diseases, showing name of patient, date, treatment, nature of disease, result of blood test, and date discharged. Arr. alph. by name of patient. 16 x 18 x 20. County nurse's off.

The board of public welfare of Randolph County consists of five persons having a recognized interest in and knowledge of the problems of public welfare. The board is appointed by the judge of the circuit court; at least two members must be women and not more than three members may be adherents of any one political party. (Acts 1936, Sec. 52-1118, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Randolph County is 1936. All of the records of this board are located in the courthouse unless otherwise stated.

Subject to the rules and regulations of the State department of public welfare, the county board is charged with the administration of assistance to dependent children in their own homes, old age assistance, services and assistance to persons otherwise handicapped, the care and treatment of dependent, neglected, and handicapped children, children in danger of becoming delinquent, and other welfare activities as may be delegated to it by the State department of public welfare, under the provisions of the act, including services connected with assistance to the blind.

The director, who is appointed by the board of public welfare of Randolph County under the supervision of the circuit court, performs the functions of probation officer and agent of the court. (Acts 1936; Sec. 52-1119, 52-1120, Burns' Ind. Stat. Ann. 1933.)

A board of childrens' guardians, which was established in 1889 to care for neglected children, was abolished by the 1936 act and jurisdiction was transferred to the board of public welfare (Acts 1936; Sec. 52-1121, Burns' Ind. Stat. Ann. 1933).

All jurisdiction vested in county boards pertaining to welfare work was transferred to the board of public welfare in 1936 (Acts 1936; Sec. 52-1408, Burns' Ind. Stat. Ann. 1933).

190. POOR RELIEF APPLICATION, 1933--. 2 vols. (1-2).

Record of applications for aid, showing name of applicant, age, residence, personal family history, number of dependants, and remarks by investigator. Indexed alph. by names of applicants. Typod. 300 pp. 16 x 12 x 3. Welfare off., Davis bldg.

191. OLD AGE RECORD, 1933--. 3 vols.

Record of aged persons receiving old age assistance, showing name, residence, date, and amount paid. Arr. chron. Hdw. 300 pp. 16 x 12 x 3. Welfare off., Davis bldg.

The county surveyor is a constitutional officer, nominated by primary and elected in the general election for two years. He may be re-elected indefinitely. He must give bond in a sum fixed by the board of county commissioners. (Indiana Const., Art. 6, Sec. 2; 1 Indiana Rev. Stat. 1852; Sec. 49-3301, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Randolph County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

The surveyor performs all duties which are required for public improvements, including the preparation of plans and specifications, general supervision of all bridges, turnpikes, roads, ditches, drains and levees. He establishes boundaries of farms and lots, and takes acknowledgements of mortgages and deeds for the conveyance of real estate. He removes, after examination, the obstruction of any streams. (1 Indiana Rev. Stat., 1852; Acts 1875, 1895, 1901, 1911, 1925 and 1933; Secs. 36-1110, 49-3308 to 49-3317, 49-3319 to 49-3322, and 49-3327 to 49-3328, Burns' Ind. Stat. Ann. 1933.)

Surveys and Reports

192. SURVEYOR'S RECORDS, 1837--. 2 vols.

Record of surveys made, showing field notes, sketches, drawings, blue-prints, legal description of lots and lands by twps., range and section. Indexed alph. by twps. . Edw. 500 pp. 16 x 10 x 4. Surveyor's off.

Surveys and Reports(continued)

193. SURVEYOR'S FIELD NOTES, 1839--. 2 vols. (1-2).

Transcripts of State auditor's records of surveys, showing townships, sections, range lines, corners, bench marks, and post marks. Arr. chron. Hdw. 350 pp. 14 x 9 x 4. Surveyor's off.

194. SURVEYOR'S DRAINAGE RECORD, 1870--. 14 vols.

(A-D, and 10 not numbered).

Record showing location of drain, section, twp., elevation, location, fall, and length of drain. No index. Hdw. 500 pp. 18 x 12 x 3 $\frac{1}{2}$. 4 vols., 1870-1927, no wing basement; 10 vols., 1927--, surveyor's off.

195. DRAINAGE PETITIONS AND REPORTS, 1871--. 8 file drawers.

Drainage petitions which have been considered and completed, showing cost estimates, publication, notice of benefit assessments, paid bills for labor and materials, and apportionment of costs, Arr. chron. 4 x 6 x 16. Surveyor's off.

196. ROAD REPORTS AND SPECIFICATIONS, 1870--. 12 file drawers.

Petitions for new roads or road repairs, showing engineers estimates and specifications, total cost, and names of petitioners. Arr. chron. 4 x 6 x 16. Surveyor's off.

Maps

197. RANDOLPH COUNTY, 1909. 1 map.

Political atlas of Randolph County, showing the various stages of development by time periods, establishment and incorporations of

Maps(continued)

cities and towns, railroads, interurbans, roads, rivers and creeks.

No scale. Arr. by twps. Edw. 80 pp. 18 x 16 x 2. Surveyor's off.

198. RANDOLPH COUNTY, 1895. 1 map.

Political map showing townships, cities, towns, railroads, interurban lines, highways, roads, rivers and creeks. Published by Indianapolis, Map Co., Indianapolis, Ind. Printed in colors. 12" to 8 miles.

42 x 42. Surveyor's off.

The county highway system was, at one time, administered by the superintendent of highways who was appointed by the county commissioners for a term of four years, and some records bear his name and title. This office was established in 1913, and abolished March 1, 1933; and the powers and duties given to the surveyor (Acts 1913, 1933; Sec. 36-1113, Burns' Ind. Stat. Ann. 1933). In order to provide for necessary supervision in counties warranting more attention than the surveyor can give, the board of county commissioners has the right to employ any person other than the surveyor as supervisor of county highways, and such officer is called the highway supervisor (Acts 1933; Sec. 36-1110, Burns' Ind. Stat. Ann. 1933). The board of commissioners of Randolph County has appointed a separate highway supervisor. The inception date of this office in Randolph County is 1933. All of the records of this office are located in the courthouse unless otherwise stated.

The highway supervisor has general supervision of the repair of highways, bridges, and culverts of the county. It is his duty to see that the mail routes are kept open. He must attend the annual road school at Purdue University. (Acts 1933; Sec. 36-1101 to 36-1109, Burns' Ind. Stat. Ann. 1933.)

199. LEDGER OF APPROPRIATIONS AND DISBURSEMENTS, 1930--. 2 vols.

(1-2).

Record of appropriations and disbursements from highway funds, showing date, amount on hand, name of road repaired, miles repaired, nature of

repairs, cost of labor, cost of materials, supervisor or assistant, total amount, and warrants drawn. Arr. chron. Hdw. 400 pp. 16 x 10 x 3. Highway Supervisor's off.

For earlier records, see entry 200.

200. HIGHWAY MONTHLY REPORT SHEETS, 1923-30. 60 bundles, (1-60). Report on monthly expenditures for highway repairs, showing payrolls, materials, supplies' costs, name of road, miles repaired, and total cost of repairs. Arr. chron. 17 x 5 x 10. Highway Supervisor's off.

201. RALDOLPH COUNTY HIGHWAY DEPARTMENT, 1930--. 2 vols. (1-2). Record of truck service in highway repairs, showing hours and rate of pay, loading and unloading places, materials hauled, gas and oil cost, repairs to vehicle, total amount, and roadway repaired. No index. Hdw. 250 pp. 12 x 9 x 2. Supervisor's off.

202. EXPENSES FOR FREE GRAVEL ROADS, 1876-1930. 15 vols. (1-13, and 2 vols. not numbered).

Record of maintenance : expenditures for county roads, showing worker's name, time, rate, and total amount paid, material purchased, vendor and amount paid, name of road, miles repaired, and cost of repairs. Arr. chron. Hdw. on printed form. 600 pp. 16 x 12 x 4. Highway Supervisor's off.

For later records, see entry 201

The office of county (agricultural) agent was created by legislative enactment in 1913. The act provides that this office shall come into existence only when twenty or more residents of a county who are actively interested in agriculture and domestic science, shall file a petition with the county board of education. The petition is then presented to the county council, which provides appropriations for a salary and expenses for the maintenance of this office. The board of education then applies to Purdue University for the appointment of a county (agricultural) agent whose appointment is made annually. The board of education then ratifies the appointment made by Purdue. The inception date of this office in Randolph County is 1913. All of the records of this office are located in the courthouse unless otherwise stated.

It is the duty of the county (agricultural) agent under the supervision of Purdue University, to cooperate with movements for the advancement of agriculture, to give advice to farmers, and aid the county superintendent of schools in giving practical education in agriculture and domestic science, (Acts 1912, 1927, and 1934; Sec. 28-4911, Burns' Ind. Stat. Ann. 1933) By an act of 1931, the office of home demonstration agent, which is supplemental to that of the county agent, was created (Acts 1931; Sec. 28-5627 Burns' Ind. Stat. Ann. 1933.)

Activities and Reports

203. ANNUAL NARRATIVE REPORTS, 1919--. 4 vols.

Transcripts of reports to Purdue University, showing number of project, attendance at meetings, demonstrations, farm visits, and results. Arr. chron. Typed on printed form. 100 pp. 11 x 10 x $\frac{1}{2}$. Agricultural agent's off.

204. BANG'S DISEASE; BLOOD TESTS OF, 1919--. 4 file boxes.

Record of tests made for Bang's disease; showing owner of stock tested, location of farm, date of tests, number of tests made and reactions, and name of veterinarian. Arr. alph. by names of owners. 12 x 18 x 20. Agricultural agent's off.

205. TUBERCULIN TEST RECORDS, 1919--. 2 file boxes.

Record of cattle tested for tuberculosis, showing owner of herd, farm and location, date of tests, breed of cattle, number tested, number of reactions, number passed, and veterinarian. Arr. alph. by owner's name. 18 x 16 x 20. Agricultural Agents's off.

Home Demonstration Agent

206. ANNUAL REPORT PAPERS- NARRATIVE, 1920--. 4 file boxes.

Transcripts of reports made to Purdue University, showing meetings held, attendance, results, summary of work, and success achieved. Arr. alph. 12 x 16 x 20. Home demonstration agent's off.

207. RECORD, 1921--. 2 vols.

Record of time, material and expenses of demonstration agent, showing date, itemized list of materials, supplies used, cost of same, results from

Home Demonstration Agent(continued)

meetings, and attendance. Arr. chron. Hdw. 240 pp. 14 x 9 x 2. Home demonstration agent's off.

308. CARD SYSTEM OF ENROLLMENT, 1921--. 4 file boxes.

Card system record of progress made by school children in cooking and farm work classes, showing name of child, age, residence, date of enrollment, attendance at meetings, and progress made. Arr. alph. by children's names. 12 x 18 x 20. Home demonstration agent's off.

309. 4-H CLUB ENROLLMENT, 1921--. 4 file boxes.

Card system record of all members of 4-H clubs, showing name, address, age, type of experimental work engaged in, meetings attended, and progress made. Arr. chron. 12 x 18 x 20. Agricultural agent's off.

